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June 25, 1992 -

Agendas/minutes of the
Finance and Administration
Committee
of Council

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J. J. SCHATZ
CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
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1992 July 17th

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1992 July 23rd
9:30 o'clock p.m.
Room 233, City Hall

A handwritten signature in cursive script, likely belonging to Charlene Coutts.

**Charlene Coutts
Acting Secretary**


A G E N D A

1. PRESENTATION

Property Department. (no copy)

2. DELEGATIONS

- (a) Report - Treasurer - Theatre Terra Nova/Theatre Focus (Hamilton) Inc.
- (b) Alderman Copps and Tony Bordonaro - Smoking By-law Amendment re: Size of Smoking Signs. (copy to follow)
- (c) Alderman Agro and Alderman Agostino re: Assessment Value of 240 Quigley Road.



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3. **CONSENT AGENDA**

4. **DIRECTOR OF PROPERTY**

City Hall Cafeteria - Asbestos Removal.

5. **SINGLE TIER BUREAUCRACY REVIEW STEERING COMMITTEE**

Single Tier Administration - A Discussion Paper.

6. **CITY CLERK**

(a) Authorization to attend a Ministry of Municipal Affairs Conference.

(b) Flea Markets.

(c) Transient Traders.

7. **REFERRALS FROM CITY COUNCIL**

(a) Resolution from the City of Stoney Creek - regarding the playing of the National Anthem "O Canada" at the beginning of each Council meeting.

(b) Resolution from the Town of Ancaster respecting Bell Canada - Regional Long Distance Telephone Charges - Petition for Local Toll Free Calling.

8. **RESOLUTIONS**

(a) Region of Niagara - Bell Canada Proposal to increase Local Channel Circuits.

(i) Report of the Director of Information Systems.

(b) Town of Capreol respecting Public Safety.

9. **CITY SOLICITOR**

Information Report - Tender: Data Centre Renovations Bid Bond: Finspan Construction Limited.

10. **COMMISSIONER OF HUMAN RESOURCES**

- (a) Staffing Classification - City Clerk's Office.
- (b) Hamilton Board of Education - Co-operative Education Programme.
- (c) Salary Classification - Traffic Department.

11. **COMMISSIONER OF HUMAN RESOURCES AND THE CITY SOLICITOR**

Re-organization - Law Department.

12. **TREASURER**

- (a) Information Report - Status of Unclassified Revenue and Expenditures as at 1992 June 30.
- (b) Information Report - Status of Hosting, Receptions and Related Accounts.
- (c) Information Report - Status of Realty and Business Tax Arrears and Tax Collection Procedures.

13. **PRIVATE AND CONFIDENTIAL AGENDA**

14. **OTHER BUSINESS**

15. **ADJOURNMENT**

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
- (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 March 22 (presently under review by Treasurer).
2. Street Vendors Program - Examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending from Manager, Licensing Division - requested 1990 June.
3. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
4. H.S.P.C.A. to report back on possible amendments to existing legislation to improve power to confiscate vicious animals - 1992 January 23.
5. Windermere Basin 1992 February 06 - Status report pending from City's Appointee to Hamilton Harbour Commissioners.
6. Information Report - Manager of Purchasing - City's Energy Lightbulb Programme - requested 1992 March 26.
7. Report - Building Commissioner - Rationale of Development Charges on 84 Birmingham Street - 1992 April 9 meeting.
8. Report - Director of Property - proposed policy on display of plaques, posters, memorabilia, etc. - 1992 April 23 meeting.

Note: The requests from the following are on hold pending Committee deliberation of the Director's report:

- (a) Status of Women
- (b) Ridge Raiders Drum & Bugle Corp.
- (c) Ad & Sales Club
- (d) Hamilton Mundialization Committee
- (e) Polish Singers Alliance of America.

9. Report - City Clerk - costs incurred as a result of the use of City Hall facilities by outside groups.
10. Review of dual purpose licence and sign respecting the By-law to license and regulate the sale of tobacco to minors to be purchased and posted by retailers selling tobacco - requested at 1992 May 21 meeting.
11. Report - Building Commissioner - Proposed Development Charges Amendments.
12. Vehicle Leasing vs. Purchasing - tendering being done - report to come back for consideration of future options.
13. Report - Director of Property - Commonwealth Plaza Lighting.

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1992 JULY 23RD

CONSENT AGENDA

A. ADOPTION OF THE MINUTES

Minutes of the Regular Meeting of the Finance and Administration Committee held Thursday, 1992 June 25th.

B. MANAGER OF PURCHASING

- (i) Replacement of one (1) Chassis Mounted Aerial Device with Chipper Body, Unit #9627, Fleet Services.
- (ii) Pool Ventilation, Westmount Recreation Centre.

C. CITY CLERK

- (i) Civic Award - Karl Seifried - Ontario Senior Men's Handball Championship.
- (ii) Civic Awards - Hamilton Hoppers Skipping Club.

D. COMMISSIONER OF HUMAN RESOURCES

- (i) Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton to 1992 July 15.
- (ii) Contract Settlement - International Brotherhood of Electrical Workers Local 105.

E. CITY SOLICITOR

- (i) By-law to replace pool filtration system and piping at Jimmy Thompson Pool.
- (ii) Information Report - Open Local Government Proposal.
- (iii) Information Report - Canadian Bar Association - Central and Eastern European Legal Internship.

F. CANUSA GAMES BOARD OF DIRECTORS

Use of City Hall Forecourt for Torch Run Send-Off for 35th Annual Canusa Games
- 1992 August 6.

G. DIRECTOR OF PROPERTY

Purchase of land from Union Gas Limited located east of Kinrade between Barton Street and Cannon Street.

H. DIRECTOR OF INFORMATION SERVICES

- (i) Digital Equipment File Server Maintenance.
- (ii) Suppliers for Microcomputer Workstations and Printers.
- (iii) Acquisition of Computer Software - CSP/ADE from Kimberly Clark Computer Services.
- (iv) Leasing Supplier for Microcomputer Workstations and Printers.

I. CITY TREASURER

- (i) Funding - Proposed construction of sidewalks as local improvements on Limeridge Road, East of Upper Wellington Street.
- (ii) Funding - 1992 Servicing Expenditure related to Subdivisions.

Thursday, 1992 June 25
8:45 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman D. Drury
Alderman T. Cooke
Alderman D. Agostino
Alderman T. Anderson
Alderman G. Copps
Alderman V. Agro

A.

Also present: Alderman D. Wilson
Alderman F. D'Amico
Alderman H. Merling
J. Pavelka, Chief Administrative Officer
A. Ross, Treasurer
J. Hindson, Director of Information Systems
P. Hooker, Law Department
N. Adhya, Treasury Department
P. Noé Johnson, City Solicitor
J. Johnston, Commissioner of Human Resources
J. Schatz, City Clerk
D. Lobo, Director of Public Works
D. Vyce, Director of Property
D. Carson, Mayor's Office
K. Beattie, Treasury Department
P. Barkwell, Law Department
S. Dembe, Manager of Licencing
Susan K. Reeder, Secretary

A G E N D A

1. PUBLIC MEETING - Draft Bill - Proposed amendments to the City of Hamilton Development Charges By-Law No. 90-074.

Mr. Manfred Rudolph, Solicitor for numerous Downtown Developers, spoke to the Committee. He indicated that his clients are generally in favour of the proposed reductions of Development Charges. He also requested that the City and the Region should look at the actual costs for development in the Downtown and Industrial Lands and pro-rate the charges for those areas accordingly.

Mr. Larry Szpirglos, Hamilton-Halton Homes Builders Association, was in attendance and indicated that his Association supports the reductions. He added that the Association feels that this move on the City's behalf shows their responsiveness to the economic times and encourages that spirit of co-operation. He also indicated that as a direct result of these reductions, that there are two Developers who are proceeding to develop new Sub-divisions, and it is the view of the Association that these reductions will encourage the Building Industry.

The Committee then approved the following:

That a By-law to amend By-law No. 90-074, respecting Development Charges be approved.

2. MANAGEMENT TEAM - Presentation on the Budget Process.

The Chief Administrative Officer gave a presentation on proposed Budget Process Revisions with specific emphasis to the up-coming 1993 Budget. Various overhead displays were shown with the general indication that there is a need for an earlier start to the Budget Process with a view to initiating major initiatives throughout the year rather than at the Budget deliberation time. The Chief Administrative Officer indicated that the Management Team will be presenting a more detailed report with specific recommendations on Budget Process Revisions in the Fall of 1992.

Alderman Agostino spoke to the Committee with respect to Item #9 on the Agenda, respecting the same matter and indicated that the system should be fashioned in such a way to allow for Public input early in the process before decisions are being made.

As requested by the Committee, Mr. Ross, Treasurer, outlined the Public input process used in Mississauga where Public Meetings are held on Draft Budgets before consideration of Budget decisions.

Both the Chief Administrative Officer and the Treasurer indicated that the aim of the Management Team is to have the Budget approved by December and in working form for January.

The Committee then agreed to receive this presentation.

3. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda and approved the following:

A. ADOPTION OF THE MINUTES

The Committee was in receipt of the Minutes of the its Joint Meeting of the City's Finance and Administration Committee and the Region's Administrative Services Committee held Monday, 1992 May 4th, as well as Minutes of the Regular Meeting of the Finance and Administration Committee held Thursday, 1992 May 21st and Minutes of the Special Meeting of the Finance and Administration Committee held Tuesday, 1992 May 26th. The Committee approved the above-noted minutes as distributed.

B. MANAGER OF PURCHASING

(i) Renovations to Birge Pool, Birge Street.

The Committee was in receipt of a report from the Assistant Manager of Purchasing dated 1992 May 15, respecting the above-noted matter and approved the following:

- (a) That a purchase order be issued to Demik Construction Limited, Hamilton, in the amount of \$57,459. including applicable taxes for renovations to Birge Pool, Birge Street, Hamilton, being the lowest of eight quotations received in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.
- (b) That this expenditure be financed through Operating Account No. CH56103 31330.

- (c) That, as this work is to commence as soon as possible to meet the scheduled opening date of 1992 June 22, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(ii) Window Cleaning, City Hall, City Hall Garage and Football Hall of Fame during 1992, 1993, 1994.

The Committee was in receipt of a report from the Manager of Purchasing dated 1992 June 5, respecting the above-noted matter and approved the following:

- (a) That a purchase order be issued to A-Skylight Window Cleaning Company (1988) Ltd., Hamilton in the amount of \$93,000., plus G.S.T., to clean the interior and exterior windows of City Hall, the City Hall Garage, and the Football Hall of Fame and the exterior marble at City Hall during 1992, 1993 and 1994 with an option in favour of the City to extend for three additional one year terms, being the lowest tender submitted to meet specifications, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.
- (b) That these expenditures be financed through various approved Window Cleaning Accounts.

(iii) Supply and Delivery of various Computer and Word Processing Supplies, 12 Month Term

The Committee was in receipt of a report from the Manager of Purchasing dated 1992 June 9, respecting the above-noted matter and approved the following:

That a purchase order be issued to Fabco Data Inc., Hamilton, for the supply and delivery of various computer and word processing supplies as and when required for a 12 month term, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and be financed through various approved accounts.

(iv) Supply and Delivery of Fatigue Uniforms during 1992, Hamilton Fire Departments.

The Committee was in receipt of a report from the Manager of Purchasing dated 1992 June 9, respecting the above-noted matter and approved the following:

That a purchase order be issued to J. P. Hammill & Son Limited, Guelph, for the supply and delivery of fatigue uniforms as and when required during 1992 for the Hamilton Fire Department, being the lowest of three tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Uniforms, Clothing Account No. CH56104 48001.

C. TREASURER

- (i) Funding - Tennis Court Construction - Gourley Park Tennis Court Resurfacing - Rosedale Tennis Club.

The Committee was in receipt of a report from the Treasurer dated 1992 June 2, respecting the above-noted matter and approved the following:

That as referred to in Section 16 of the Eleventh Report of the Parks and Recreation Committee for 1992 and adopted by City Council on 1992 May 26th, the construction of two tennis courts and fencing at Gourley Park and the resurfacing of Rosedale Tennis Courts (4) at an estimated cost of \$42,800. be financed from the excess Reserve for Capital Projects funds remaining in the Huntington Tennis Court Renovation Account Centre No. 709154009 and the Huntington Tennis Court Account be closed.

- (ii) Proposed construction of an independent concrete curb on the east side of Upper Kenilworth Avenue between Landron Avenue and Limeridge Road.

The Committee was in receipt of a report from the Treasurer dated 1992 June 15, respecting the above-noted matter and approved the following:

That as referred to in Section 47 of the Seventh Report of the Transport and Environment Committee for 1992, the City's share of the cost of the construction of an independent concrete curb on the east side of Upper Kenilworth Avenue from Landron Avenue to Limeridge Road as a Local Improvement at an estimated cost of \$46,100. be financed from the 1992 Capital Levy.

- (iii) Financing - Proposed Construction of Concrete Sidewalks - west side of West 33rd Street at the west end of Elmwood Avenue; east end of South Bend Road East (north side) at the north end of Holt Avenue.

The Committee was in receipt of a report from the Treasurer dated 1992 June 18, respecting the above-noted matter and approved the following:

That as referred to in Section 48 of the Seventh Report of the Transport and Environment Committee for 1992, the City's share of the cost of the construction of concrete sidewalks on the west side of West 33rd Street at the west end of Elmwood Avenue, and at the east end of South Bend Road East (north side) at the north end of Holt Avenue, as a Local Improvement at estimated costs of \$2,500. and \$2,860. respectively, to a total of \$5,360., be financed from the 1992 Capital Levy.

D. CITY CLERK

- (i) Philippine Independence Proclamation Ceremony.

The Committee was in receipt of a report from the City Clerk dated 1992 May 27, respecting the above-noted matter and approved the following:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Philippine Community to use the City Hall Council Chamber on Friday, 1992 June 12 from 4:00 - 5:00 p.m. for a Proclamation Ceremony to commemorate Philippine Independence Day.

- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(ii) McMaster Summer Drama Festival.

The Committee was in receipt of a report from the City Clerk dated 1992 June 10, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the McMaster Summer Drama Festival to place a sandwich board on the forecourt of City Hall from 1992 July 01 - August 04 inclusive to publicize the Second Annual McMaster Summer Drama Festival.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(iii) United Way Barbecue.

The Committee was in receipt of a report from the City Clerk dated 1992 June 1, respecting the above-noted matter and approved the following:

That permission be granted to the United Way Committee of the Regional Municipality of Hamilton-Wentworth to use the City Hall forecourt on Wednesday, 1992 July 15 from 11:00 a.m. - 2:30 p.m. for the Region's Annual United Way Barbecue.

(iv) Victorian Order of Nurses - 'Homecoming' Reception.

The Committee was in receipt of a report from the City Clerk dated 1992 June 5, respecting the above-noted matter and approved the following:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Victorian Order of Nurses to use Meeting Room 233 for a "Homecoming" Reception on 1992 June 15 from 2:00 - 4:00 p.m.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(v) Women's Inter-Church Council World Day of Prayer.

The Committee was in receipt of a report from the City Clerk dated 1992 June 5, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the Women's Inter-Church Council to use the Council Chamber and Room 219 for the World Day of Prayer Service on 1993 March 05 from 11:30 a.m. to 4:30 p.m.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(vi) Canadian Occupational Health & Safety Week.

The Committee was in receipt of a report from the City Clerk dated 1992 June 10, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the Public Works Department to fly the Canadian Occupational Health & Safety Flag at City Hall from 1992 June 21 - 27 in recognition of Canadian Occupational Health & Safety Week.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(vii) Boris Brott Summer Music Festival.

The Committee was in receipt of a report from the City Clerk dated 1992 June 10, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the Boris Brott Summer Music Festival to use the City Hall forecourt from 1992 July 10 - August 21 to publicize the Fifth Annual Boris Brott Summer Music Festival.
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity.

(viii) DAD's Day Proclamation.

The Committee was in receipt of a report from the City Clerk dated 1992 June 15, respecting the above-noted matter and approved the following:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Hamilton Brantford Building and Construction Trades Council of Ontario to use the forecourt on Saturday, 1992 June 20 at 9:00 a.m. for a Proclamation Ceremony to commence the DAD's Day Campaign (Dollars Against Diabetes).
- (b) That the City Clerk be authorized to approve of a similar use in future years, provided it does not interfere with any other activity.

(ix) Project Ploughshares.

The Committee was in receipt of a report from the City Clerk dated 1992 June 18, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the Hamilton Chapter of Project Ploughshares to use the Council Chambers on Sunday, 1992 August 09, at 2:00 p.m., for the Annual Memorial Observance of the Destruction of Hiroshima and Nagasaki, Japan.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(x) Use of City Hall - Ministry of Health.

The Committee was in receipt of a report from the City Clerk dated 1992 June 18, respecting the above-noted matter and approved the following:

- (a) That permission be granted to the Ontario Ministry of Health to use the Council Chambers on Wednesday, 1992 August 12 from 9:00 a.m. to 5:00 p.m., for the purpose of conducting public hearings on the Ontario Public Hospitals Act.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

Note: Alderman Copps opposed (as per her indication after this Item was approved).

(xi) Use of City Hall - Social Planning & Research Council - Settlement and Integration Services Advisory Committee.

The Committee was in receipt of a report from the City Clerk dated 1992 June 19, respecting the above-noted matter. One change was made to the original report which would give further use of the east and second floor foyer area to this Group. The Committee then approved the following:

That approval be given to the action of the City Clerk in authorizing the use of Room 233 and the east end second floor foyer on Saturday, 1992 June 27th from 10:30 a.m. - 12:30 noon and on Tuesday, 1992 June 30th from 2:00 - 4:00 p.m. by the Social Planning and Research Council - Settlement and Integration Services Advisory Committee.

E. COMMISSIONER OF HUMAN RESOURCES - Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1992 June 17, respecting the above-noted matter and approved the following:

That the Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton to 1992 June 17, be approved.

F. HAMILTON FARMERS' MARKET SUB-COMMITTEE - Terms of Reference.

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1992 May 25, respecting the above-noted matter and approved the following:

That the following constitute the Terms of Reference for the Hamilton Farmers' Market Sub-Committee:

- (a) To maintain and increase the importance of the Hamilton Farmers' Market with local community, visitors, tourists and stallholders, as an integral part of the downtown core.
- (b) To study, develop and make recommendations to maximize the potential viability and flow of goods and services.
- (c) To liaise between stallholders and the City of Hamilton on matters relating to Market Operations and the Current Operating Budget.

G. DIRECTOR OF PROPERTY - Sale of Lands - rear of 159 East 34th Street (743 Bruceale Avenue East) - Thomas and Joan Russell.

The Committee was in receipt of a report from the Director of Property dated 1992 June 3, respecting the above-noted matter and approved the following:

- (a) That an Offer to Purchase by the City, duly executed by Thomas and Joan Russell on 1992 May 20 and scheduled for closing on or before 1992 August 5, for a portion of City owned property, composed of part of Parcel F, Plan 561, being more particularly described as having a length of 12.8 metres (42.1 feet) more or less, by a width of 12.9 metres (42.3 feet) more or less, being directly behind Lot 424 and part of Lot 423, Plan 561, known municipally as 159 East 34th Street, be approved and completed and the funds derived from this sale of \$1. be credited to Account Number CH 4X501 00102 (Sale of Land - Reserve for Property Purchases).
- (b) That the Mayor and City Clerk be authorized and directed to execute the necessary documents.

4. DIRECTOR OF PROPERTY

(a) Lease - Former West Avenue School.

The Committee was in receipt of a report from the Director of Property dated 1992 June 5, respecting the above-noted matter and approved the following:

- (a) That a lease be entered into between the Corporation of the City of Hamilton as Landlord, and the Social Planning and Research Council of Hamilton and District (S.P.R.C.) as tenant, in a form satisfactory to the City Solicitor, for the premises known as 255 West Avenue North (formerly West Avenue School) on the following terms and conditions, subject to ratification by the Board of Directors of the Social Planning and Research Council:
 - (i) a five (5) year, three (3) month term, commencing 1992 August 1, and terminating on 1997 October 31;
 - (ii) a rental payment of \$40,000. per annum (gross) or \$3,333.33 per month, commencing the earlier of 1992 November 1, or thirty (30) days after renovations are completed, and ending 1994 October 31; escalating to \$42,000. per annum (gross) or \$3,500. per month for the period 1994 November 1, to 1995 October 31; \$43,000. per annum (gross) or \$3,583.33 per month for the period 1995 November 1 to 1996 October 31; and \$44,000. per annum (gross) or \$3,666.67 per month for the period 1996 November 1 to 1997 October 31;
 - (iii) the tenant shall have the right to renew the lease for a further five (5) year period, with the rate and terms to be mutually agreed upon, six (6) months prior to the expiry of the lease;
 - (iv) the rental payments made by the S.P.R.C. to the City shall include all charges for heating fuel, electricity, water and sewer charges, realty taxes and building insurance;

- (v) the tenant (S.P.R.C.) shall be responsible for the payment to the City of any increase in the annual operating costs of the building referred to in (iv) above, which are in excess of the base year operating costs (1992 November 1 - 1993 October 31);
- (vi) the tenant shall be responsible for the payment of business taxes, if any, and all telephone charges;
- (vii) the demised premises shall only be used for the purpose of office space and for the purpose of establishing a Self Help Centre;
- (viii) the tenant shall not assign or sublet the demised premises without the approval of the Landlord which may be arbitrarily withheld. The Lessee may, without the approval of the City, sublease for a term not exceeding the term of this lease, the use of classroom/gymnasium space to Self Help Group Associations and other public/social/charitable agencies, on a semi-permanent or periodic basis;
- (ix) the tenant shall be responsible for undertaking and paying for its own tenants improvements to the space. Renovation plans shall be provided to the City for its approval prior to any work being undertaken. Approval shall not be unreasonably withheld. All such improvements shall vest in the City without compensation to the tenant on expiry or termination of the lease;
- (x) the City shall be responsible for major structural improvements to the building which includes the outer walls, the roof, main electrical service with the exception of electrical upgrades necessitated by the tenant's occupancy, and the heating plant;
- (xi) the tenant shall maintain its own comprehensive general liability insurance for the protection of the City in an amount satisfactory to the City;
- (xii) snow removal from the parking lot and abutting sidewalks and grass cutting and weed control shall be the responsibility of the tenant;
- (xiii) notwithstanding the lease includes the use of the parking lot adjacent to the building, the tenant agrees that eight (8) spaces may be allocated to neighbourhood residents for parking purposes on a permit basis by the City;
- (b) That the Mayor and City Clerk be authorized to execute the lease with the Social Planning and Research Council for use of 255 West Avenue School in a form satisfactory to the City Solicitor.
- (c) That the City Solicitor be authorized to submit the City's application to the Ontario Municipal Board, for approval to assume the City's financial expenses as Landlord, and that the proposed lease not commence until this approval is received.

(b) Commonwealth Plaza Lighting.

The Committee was in receipt of a report from the Director of Property dated 1992 June 18, respecting the above-noted matter. Considerable discussion ensued on this matter with concern that the aesthetic look of the Plaza will be altered with the removal of the globe lighting which was part of the overall planning for the Plaza area.

Following that discussion it was agreed that this matter would be tabled until the 1992 July meeting of the Committee, in order that the Director of Property can seek the professional advice of the original architect of the Commonwealth Square on alternate methods of lighting with a globe-style design. The Committee still agreed that irregardless of the alternate type of globe lighting that there was a need for additional lighting in the form of flood lighting and that aspect of the recommendation should come back.

ADDED - COMMENTS - CONSENT AGENDA

Alderman Copps made comments on the Consent Agenda Item D. (x) for the Use of City Hall facilities by the Ministry of Health and indicated that she is opposed to this use.

4. DIRECTOR OF PROPERTY

(c) Co-generation - Feasibility Study.

The Committee was in receipt of a report from the Director of Property dated 1992 June 17, respecting the above-noted matter and approved the following:

That approval be given to request proposals to study the feasibility of installing a natural gas cogeneration engine at the Central Utilities Plant at an estimated cost of \$25,000. The feasibility study may qualify for a financial incentive, up to 50% of the study cost, from the Ministry of Energy.

5. DIRECTOR OF PROPERTY, DIRECTOR OF INFORMATION SYSTEMS AND MANAGER OF PURCHASING - City of Hamilton Data Centre Renovations Construction Contract.

The Committee was in receipt of a joint report from the Director of Property, Director of Information Systems and Manager of Purchasing, respecting the above-noted matter dated 1992 June 19. The Committee approved the following:

- (a) That the withdrawal of the low bidder, Finspan Construction Limited, 1015 Matheson Blvd., Unit #5, Mississauga, Ontario, be accepted. The lump sum price was quoted as \$258,000. (two hundred and fifty-eight thousand dollars).
- (b) That the bid bond from Finspan Construction Limited be referred to the City Solicitor.
- (c) That a purchase order be issued to Memphis-Kendall Builders Inc., 1179-A King Street West, Studio 309, Toronto, Ontario, in the amount of \$355,654. (three hundred and fifty-five thousand, six hundred and fifty-four dollars) for the Data Centre renovations at Hamilton City Hall. This amount includes the estimated amount of \$22,654. (twenty-two thousand, six hundred and fifty-four dollars) for G.S.T.

- (d) That approval be given to enter into a contract, satisfactory to the City Solicitor, with Memphis-Kendall Builders Inc., 1179-A King Street West, Studio 309, Toronto, Ontario, for the Data Centre renovations at Hamilton City Hall. The contract amount will be \$355,654. (lowest of remaining 11 bidders acceptable).
- (e) That the Mayor and the City Clerk execute the contract on behalf of the City.

6. MANAGER OF LICENSING - Information Report - Street Vendors/Transient Traders.

The Committee was in receipt of an Information Report from the Manager of Licencing dated 1992 June 19, respecting the above-noted matter.

This report indicates that the City Clerk's Department will be preparing a report which will provide alternative suggestions on prohibiting Street Vendors as per the Committee's directive for the 1992 July 23rd meeting.

7. CITY SOLICITOR - Information Report - Lax Expropriation Costs.

The Committee was in receipt of an Information Report from the City Solicitor dated 1992 June 16, respecting the above-noted matter. The Committee agreed to receive this Information Report.

8. MAYOR ROBERT M. MORROW

(a) 1992 Canada Cup of Wrestling and Civic Banquet.

The Committee was in receipt of a report from the Mayor dated 1992 May 22, respecting the above-noted matter. The Committee approved the following:

That the City of Hamilton pay one-third of the cost of hosting the banquet for the 1992 Canada Cup of Wrestling and Olympic Team at the Hamilton Convention Centre on 1992 July 1st. That one third of the cost would equal \$3,000. and that this amount be charged to the Special Civic Reception Hosting Account No. CH55314-84010. Private sponsors will pay the remaining two-thirds.

Note: Alderman Copps opposed.

(c) Federal Government location of a Medium Security Facility.

The Committee was in receipt of information forwarded to them from the Regional Clerk dated 1992 June 10, in which he forwards a request from the Federal Government to Municipalities to seek their input on whether they are interested in building a new Medium Security Facility in their Municipality.

The Committee agreed to receive and take no action with respect to this request.

ADDED - COMMEMORATION OF THE 50TH ANNIVERSARY OF THE DIEPPE RAID

Mayor Morrow spoke to the Committee with respect to the upcoming Commemoration of the 50th Anniversary of the Dieppe Raid and Alderman William McCulloch's participation in that Commemoration.

The Committee approved the following:

- (a) That Alderman W. McCulloch be authorized to attend the Commemoration of the 50th Anniversary of the Dieppe Raid being held in Dieppe, France in 1992 August, as the City's Representative; and
- (b) That the cost for this participation be charged to the Legislative Travel Account No. CH55201 10010.

(b) **Great Lakes Mayor's Conference & Fukuyama.**

The Mayor spoke to the Committee with respect to the above mentioned matters and his recent attendance and participation at them. He indicated that he and others had just completed a trip to Fukuyama, one of the City's twinned Cities, and spoke of the agreements that were signed during that trip. The Mayor indicated that a mural was created in a Mall in Fukuyama of a picture of Hamilton and the Mayor has pictures of that in his Office for Aldermen who wish to view it. He also spoke about a signed agreement that Mohawk College made with the Universities in Fukuyama. He also indicated that in two week's time a visit from Fukuyama Industrialists will be coming to Hamilton. He added that the trip was very productive and also indicated that an exchange trip from Glendale School will be held July 5.

The Mayor spoke of his recent attendance at the Great Lakes Mayor's Conference and indicated that this Conference will be coming to Hamilton in a few years time.

He concluded by indicating that both of the recent trips he attended were very productive.

The verbal reports from the Mayor with respect to his participation in the above two visits were then received by the Finance and Administration Committee.

10. **ALDERMAN V. AGRO - 240 Quigley Road.**

Alderman Agro spoke to this issue and requested that this matter be tabled until the 1992 July 23rd meeting of the Committee, since the constituents involved in this matter are not aware that it is on the Agenda, and he would also like an opportunity to speak to the Ward Alderman about this issue.

11. **COMMISSIONER OF HUMAN RESOURCES - Information Report - Jobs Ontario Youth.**

The Committee was in receipt of an Information Report from the Commissioner of Human Resources dated 1992 June 19, respecting the above-noted matter. The Commissioner advised that the start-up date for this program is July 1. Several suggestions were given on the type of work that could be assigned to these students and the Committee then agreed to receive this Information Report.

12. CHIEF ADMINISTRATIVE OFFICER - Janitorial Services at various Recreation Centres during 1992, 1993, 1994.

The Committee was in receipt of a report from the Chief Administrative Officer dated 1992 June 19, respecting the above-noted matter.

Alderman Wilson spoke to this matter and indicated that the owners of Alpha Cleaning Services were somewhat concerned that they were not offered the full package of Caretaking Services even though their bid was the lowest bid. It was then indicated how the split was determined based on the level of experience and back-up.

Alderman Wilson then requested that this tendering procedure and the decisions in this situation be put into a written summary form in order that it can be given to the owners of Alpha Cleaning Service to assist them in understanding the tendering process for any future bids they wish to make.

The Committee then approved the following:

- (a) That purchase orders be issued to provide caretaking services at various recreation centres during 1992, 1993, 1994, being the lowest acceptable of seven tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders and that these expenditures be financed through various approved accounts.

	Sept. 1 - Dec.31 <u>1992</u>	Jan.01 - Dec. 31 <u>1993</u>	<u>1994</u>
<u>Part A</u>			
Alpha Cleaning Services, Hamilton	\$33,456.44	\$100,369.44	\$100,369.44
<u>Part B</u>			
Sunshine Building Maintenance, Burlington	\$36,932.62	\$111,061.08	\$112,059.24

Above prices include G.S.T. and reflect discounts allowed.

- (b) That these janitorial services be effective 1992 September 01.

Note: Alderman Copps opposed.

13. RESOLUTIONS

- (a) Town of Ancaster - Proposed New Provincial Labour Law.

The Committee was in receipt of a resolution received from the Town of Ancaster respecting the Proposed New Provincial Labour Law and agreed to receive the following resolution:

That the following resolution from the Town of Ancaster respecting the Proposed New Provincial Labour Law be received:

WHEREAS independent economic studies have concluded that the proposed changes to Ontario labour legislation will increase job losses; and

WHEREAS they will cause a decline in investment in Ontario; and

WHEREAS they will seriously undermine the recovery and the maintenance of a sound economic environment in the province; and

WHEREAS they will prevent municipalities from providing essential services during a strike.

NOW, THEREFORE, BE IT RESOLVED:

THAT we, the Council and the Town of Ancaster, strongly urge that the Ontario Government declare a moratorium on any proposed changes to the labour legislation in the best interests of the people of Ontario, and

THAT a copy of this resolution be forwarded to the Hon. Bob Rae, Premier of Ontario; the Hon. Bob MacKenzie, Minister of Labour; our local M.P.P. Don Abel; leaders of the Ontario Liberal and Progressive Conservative parties; the Association of Municipalities of Ontario; and to the Councils of the Regional Municipality of Hamilton-Wentworth and the Area Municipalities, requesting their support.

(b) City of Brampton - Refugee Claimants,

The Committee was in receipt of a resolution from the Corporation of the City of Brampton respecting Refugee Claimants and agreed to receive the following resolution:

That the following resolution from the Corporation of the City of Brampton respecting Refugee Claimants be received:

WHEREAS the number of persons seeking refuge in Canada is increasing at an alarming rate;

WHEREAS the only requirement for a foreign person to qualify for refugee status is to land in Canada and claim to be a refugee;

WHEREAS Canada has the most liberal regulation of all the industrialized countries in dealing with refugee claimants;

WHEREAS Canada accepts the largest percentage of refugee claimants of any industrialized country: Canada 65%, Germany 5%, U.S.A. 15%, Britain 25%;

WHEREAS some of these successful refugee claimants are actually criminal element escaping justice in their own countries;

WHEREAS new arriving refugee claimants are totally supported by the Canadian tax payers up to two years before a hearing takes place to determine whether in fact they are refugees;

WHEREAS funds are diverted from traditional programs such as health and education to finance refugee support;

WHEREAS a number of these illegal refugee claimants are making a mockery of the Canadian legal system;

THEREFORE be it resolved that the Council of the City of Brampton petition our local M.P.'s and the Federal Government to revise the constitution to stop the uncontrolled flow of refugee claimants to Canada.

14. DIRECTOR OF PUBLIC WORKS AND TREASURER - Equipment Depreciation Codes.

The Committee was in receipt of a joint report from the Director of Public Works and the Treasurer dated 1992 June 10, respecting the above-noted matter. The Committee approved the following:

- (a) That the Equipment Depreciation Codes that indicate the life expectancy of various specified Fleet vehicles be adjusted as indicated on Table 1 entitled "Vehicle Depreciation - Amendments" of the above-noted report.
- (b) That the consolidated schedule of rates of depreciation, after amendments, as shown on Table 2 entitled "Vehicle Depreciation Codes" of the above-noted report, be confirmed.

15. TREASURER

(a) Request for proposal - Insurance Consultant.

The Committee was in receipt of a report from the Treasurer dated 1992 June 17, respecting the above-noted matter and approved the following:

- (a) That the Treasurer be authorized to call for proposals for an insurance consultant to examine the operations of City Departments, Local Boards, H.E.C.F.I. and City-Owned Companies, and:
 - (i) Recommend areas for which the City should self-insure;
 - (ii) Recommend areas for which the City should purchase insurance on the market to include types of insurance, coverage, deductibles, etc.;
 - (iii) Recommend the method by which the City should obtain insurance coverage, i.e. continue with Advisory Committee, public or selective tender, retain broker, etc.;

- (iv) Study the Reserve for Uninsured Losses and recommend a level of funding for the Reserve in view of known claims where there is a possible liability and (i) and (ii) above;
 - (v) Assist in preparation and analysis of any Request for Proposals, if necessary, for the retention of a full service broker and/or for the purchase of insurance.
- (b) That the Treasurer be authorized to maintain existing insurance coverage to 1993 March 31, obtaining appropriate insurance policies (subject to cancellation).

(b) **Information Report - Update on Vehicle Fleet Leasing Proposals.**

The Committee was in receipt of an Information Report from the Treasurer dated 1992 June 18, advising that the City will be tendering the supply of applicable vehicles included in the list of prices on both purchase and leasing in order to report back on the merits of purchasing versus leasing City's vehicles.

The Committee agreed to receive this information report.

(c) **Write-off of Outstanding Business Taxes.**

The Committee was in receipt of a report from the Treasurer dated 1992 June 11, respecting the above-noted matter. The Treasurer spoke to this matter and indicated that he anticipates a higher amount of arrears for 1992 in excess of \$600,000. dollars, as a result of the downturn in the Economy. He indicated that for the next meeting of the Committee, he would have a full report on this matter.

The Committee then approved the following:

That outstanding business taxes in the amount of \$163,572.97, be written off in accordance with Section 441 of The Municipal Act, R.S.O., 1990, and charged to Account CH53401-24106, Tax Write-Offs. Copies of the Schedule outlining these outstanding business taxes were presented to the Finance and Administration Committee and are available from the Committee Secretary upon request.

(d) **Collection of Accounts from Tenants of Major Park Facilities and Concession Areas.**

The Committee was in receipt of a report from the Treasurer dated 1992 June 18, respecting the above-noted matter and approved the following:

That in order to improve the collection of accounts from tenants of major park facilities and concession areas in future Agreements with the City:

- (a) A security deposit be required equal to the estimated annual revenues and any miscellaneous costs to be recovered by the City for the operation of the facility.
- (b) The security be lodged with the City Treasurer prior to any use of the facilities by the tenant.

- (c) The security be in the form of cash, certified cheque, letter of credit, or other instrument satisfactory to the City Treasurer.
- (d) Billing processes be reviewed to ensure that the Treasury Department receive the information on a more timely basis in accordance with the Agreements or in accordance with the actual use of the facility if the Agreement has not been finalized.

(e) **Information Report - Status of Hosting, Receptions and Related Accounts.**

The Committee was in receipt of an Information Report from the Treasurer dated 1992 June 10, respecting the above-noted matter. The Committee agreed to receive this Information Report.

(f) **Information Report - Status of Unclassified Revenue and Expenditures as at 1992 May 31.**

The Committee was in receipt of an Information Report from the Treasurer dated 1992 June 10, respecting the above-noted matter and agreed to receive this Information Report.

(g) **Information Report - Debenture Issue 1992.**

The Committee was in receipt of an Information Report from the Treasurer dated 1992 June 11, respecting the above-noted matter. The Committee agreed to receive this Information Report.

(h) **Financing - Mountain Skating Centre.**

The Committee was advised that this Item should be pulled from the Agenda since this matter was referred back at the Parks and Recreation Committee and therefore the financing issue is not applicable at this point.

(i) **Financing - Sackville Hill Senior's Recreation Centre - increased cost.**

The Committee was in receipt of a report from the Treasurer, dated 1992 June 18, respecting the financing for the above-noted issue. The Committee approved the following:

- (a) That as referred to in Section 17 of the Thirteenth Report of the Parks and Recreation Committee for 1992, the gross cost of the construction of a Senior Citizen's Centre at Sackville Hill Memorial Park be increased by \$194,000. from \$3,500,000. to \$3,694,000. to offset the cost for major capital fixtures.
- (b) That the City Solicitor be authorized to revise the Ontario Municipal Board approval No. E901383 dated 1991 February 8 for the above project by increasing the gross cost from \$3,500,000. to \$3,694,000. and reducing the debenture authority by \$281,000. (due to the receipt of a provincial grant of \$475,000.) from \$3,500,000. to \$3,219,000.

(j) Financing - 1992 Servicing Expenditures related to subdivisions.

The Committee was in receipt of a report from the Treasurer, dated 1992 June 18, respecting the above-noted matter and approved the following:

- (a) That as referred to in Section 62 of the Seventh Report of the Transport and Environment Committee for 1992, the City's share of services for the following Subdivisions in the total amount of \$541,141.80 be financed from the Reserve for City's Share of Services through Un-subdivided Lands up to the amounts available and the remaining balance from the Reserve for Capital Projects:
 - (i) Acadia Estates - City's share \$59,478.
 - (ii) Primecan Estates - City's share \$328,994.
 - (iii) Rymal Square Estates - Phase 2 - City's share \$13,576.80
 - (iv) Summerfield at the Orchards - City's share \$139,093.
- (b) That the City's share of the cost and financing of Sandrina Gardens - Phase 1 Subdivision be reduced from \$160,296. to \$55,941. and the balance of the financing in the amount of \$104,355. be transferred to the Reserve for City's Share of Services through Un-subdivided Lands.
- (c) That the City's share of the cost for compensation to owners (Benemar Construction Inc.) in the amount of \$160,000. for excess lands dedicated to the City for roadway purposes on Upper Wentworth Street which are beyond the maximum 26.0 metre width required by the City in the Gardens of Rymal - Phase 2 Subdivision be financed from the Reserve for Capital Projects.

(k) Financing - Proposed construction of concrete sidewalks on both sides of Scenic Drive between Denlow Avenue and Upper Paradise Road.

The Committee was advised that this matter had been tabled at the Transport and Environment Committee and therefore the financing issue is now redundant.

16. CIVIC AWARDS

(a) Report of the City Clerk - Policies and procedures of other municipalities related to Civic Awards.

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1991 June 12, respecting the above-noted matter which had been brought back to the Committee per their request on this issue. The Committee discussed this at some length and agreed to receive this report.

Note: Alderman Copps opposed.

(b) Report of the Director of Culture and Recreation - expansion of awards Programme to include cultural award winners.

The Committee was in receipt of a report from the Director of Culture and Recreation dated 1992 June 17, respecting the above-noted matter. The Committee approved the following:

That the City's Civic Awards Programme be amended to include the recognition of Hamilton residents who have been awarded with National or Provincial awards in cultural areas.

ADDED - CIVIC AWARDS PROGRAM TASK FORCE

The Committee discussed at some length the present system of Civic Awards and it was agreed that a Task Force would be set up to discuss the future of the Civic Awards Program and the type of recognition that is presently given. The Committee agreed that the following persons be appointed to serve on that Task Force: Mayor Morrow, Alderman Charters, Alderman Anderson and Alderman Copps.

Requests for Civic Awards

- (i) Steel City Riders Motorcycle Club.
- (ii) Hamilton Aquatic Senior Men's Water Polo Team.
- (iii) Hamilton Aquatic Juvenile Men's Water Polo Team.
- (iv) Hamilton District Ten Pin Bowling Association.
- (v) Hamilton Transway Girls Basketball Teams.
- (vi) Hamilton Synchronized Swim Team.

The Committee was in receipt of reports from the City Clerk respecting the above-noted matter on requests for Civic Awards.

The Committee approved the following with Alderman Anderson, Alderman Copps and Alderman Charters being opposed:

- (a) That a civic gold ring be awarded to Dave King for winning the 1991 Enduro Super Veteran Class National Motorcycle Championship; and,
- (b) That a civic gold ring be awarded to Jamie Jones for winning the 1991 Senior Class National Motorcycle Championship; and,
- (c) That a diamond insert be awarded for a previously awarded civic ring to Helmut Clasen for winning the 1991 Veteran Class National Motorcycle Championship; and,
- (d) That a civic gold pin be awarded to Glen Morrison for winning the 1991 Enduro Senior Class Provincial Motorcycle Championship.

That Civic gold rings be awarded to the following members of the Hamilton Aquatic Senior Men's Water Polo Team for winning the 1992 Senior Men's Tier II National Championship on 1992 April 27 - 29:

Ian Barrow
Mike Carnegie
Pat Carr
Mitch Dent
Scott Elms
Quinn Fairley
Chris Lovett
Kirt Cushnie - Coach

Mark MacKenzie
Andrew Nevills
Jason Pudwill
John Waldow
Craig Waldram
Bill West
Geoff White
Craig Dougherty - Coach

That civic silver pins be awarded to the following members of the Hamilton Aquatic Juvenile Men's Water Polo Team for winning the 1992 Provincial Championships held on 1992 April 10 - 12:

Kevin Button
Michael Davis
Quinn Fairley
David Gauldie
Joel Gunell
David Holden
Kurt Cushnie - Coach

Stephan Johnson
David Lang
Chris Lovett
Daniel Orlic
Mathew Whelan
Craig Woods
John Waldow - Coach

- (a) That a civic gold ring be awarded to June Amlinger of the Hamilton and District Ten Pin Bowling Association for winning a gold medal in the trios event at the 1991 World Bowling Championships held in Singapore; and,
- (b) That a civic gold ring be awarded to Al Tone of the Hamilton and District Ten Pin Bowling Association for winning a gold medal in the 1991 Asian All Star Bowling Tournament held in Malaysia.
- (a) That civic silver pins be awarded to the following members of the Hamilton Transway Bantam "A" Basketball Team for winning the 1992 Provincial Championship held in London, Ontario:

Sheri Acciaroli (Coach)
Megan Burney
Kerri Byer
Nadia Fortino
Tara Henschel
Willy Henschel (Coach)

Sarah Ireland
Christina King
Joanne Lusted
Jeanette Rusinak
Jaclyn Secore
Maria Stangerlin

- (b) That civic silver pins and civic silver rings be awarded to the following members of the Hamilton Transway Bantam "AA" Basketball Team for winning the 1992 Provincial Championship held in London, Ontario, and the 1992 Brookwood International Championship held in Pierrefonds, Quebec:

Carrie Annable
Tami Asquith
Angela Papalia

- (c) That diamond inserts for previously awarded civic silver rings be awarded to the following members of the Hamilton Transway Bantam "AA" Basketball Team for winning the 1992 Brookwood International Basketball Championship held in Pierrefonds, Quebec:

Helena DiGregorio
Lindsay Durham
Rachel Ellison
Jayme Green
Trena Humes

Sonja Horyn
Suzanne Millar
Katherine McColl
Carla Romano
Katie Walton

- (d) That civic silver pins be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Provincial Championship held in London, Ontario:

Colleen Barker	Kendra Hirst
Michelle Chabot (Coach)	Wendy Inkster
Lisa Ciancone (Coach)	Leanne McMurray
Jade DiBattista	Tracey Rowthorn
Alicia Gunn	

- (e) That civic silver pins be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Waterford International Championship held in Waterford, Michigan:

Colleen Barker	Jade DiBattista
Michelle Chabot (Coach)	Alicia Gunn
Lisa Ciancone (Coach)	Leanne McMurray

- (f) That diamond inserts for previously awarded civic silver rings be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1992 Waterford International Championship held in Waterford, Michigan:

Skye Angus	Wendy Inkster
Danielle Chabot	Tracey Rowthorn
Carrie Ciancone	Gina Tatti
Kendra Hirst	

That the following members of the Hamilton Synchronized Swim Team be awarded civic silver pins for winning the 1992 Ontario Trillium Provincial Championship in the "12 and under" team event:

Andrea Beattie	Lyn Johnson
Kim Beveridge	Elly Kowalczyk
Alicia Fawcett	Christine Korneluk
Sylvia Fawcett	Sarah Poole - Coach

17. CITY CLERK

- (a) AMO Conference - 1992 August 23-25, Toronto, Ontario.

The Committee was in receipt of a report from the City Clerk dated 1992 May 28, respecting the above-noted matter. The Committee approved the following:

That seven members of City Council be authorized to attend the 1992 Annual Conference of the Association of Municipalities of Ontario being held 1992 August 23-25 in Toronto, Ontario; and that the cost for this participation be charged to the Legislative Travel Account No. CH55201 10010.

(b) Request for endorsement for the permanent opening of Lakeport Brewing Corporation's retail Cold Beer Store on Sundays.

The Committee was in receipt of a report from the City Clerk dated 1992 June 18, respecting the above-noted matter. The Committee approved the following with Alderman Charters and Alderman Anderson being opposed:

That the application of Lakeport Brewing Corporation to the Liquor License Board of Ontario to permanently open its retail Cold Beer Store on Sundays at its plant at 201 Burlington Street East be endorsed.

ADDED - REQUEST FOR ENDORSEMENT FOR THE PERMANENT OPENING OF WINERY RETAIL STORES ON SUNDAYS

The Committee was in receipt of an added report from the City Clerk dated 1992 June 24, respecting the above-noted matter and approved the following with Alderman Charters and Alderman Anderson being opposed:

That the application of the Wine Council of Ontario to the Liquor License Board of Ontario to permanently open numerous Winery Retail Stores on Sundays be endorsed.

(c) Flea Market By-law 89-56.

The Committee was in receipt of a report from the City Clerk dated 1992 June 19, respecting the above-noted matter.

Mr. John Zippilli, 640 Grays Road, was in attendance and spoke to this matter. He indicated that he is frustrated that this issue has been on-going for a number of years and frustrated at the length of time to this issue and the cost it has incurred for him. He added that the initial fees had merit but now the fee is unearned by the City. He indicated that he pays \$20,000.00 in Business Taxes a year, and has very few transient traders. He further added that he has been waiting a year and a half for this report and feels insulted by the quality of it.

The Manager of Licencing responded and indicated that licencing of the individual stall holders allows for pre-screening.

Considerable discussion ensued on this matter and it was agreed that this item would be **tabled** until the 1992 July 23 meeting of the Committee, in order that the Manager of Licencing can report back on a neutral revenue fee for Flea Markets and that Mr. Zippilli and others involved in this issue be notified of this meeting.

(d) Ontario Hydro's Appointment to the Hamilton Hydro Electric Commission.

The Committee was in receipt of a report from the City Clerk dated 1992 June 17, respecting the above-noted matter. The Committee approved the following:

That, in accordance with Ontario Hydro's policy, the City forward letters of application received from Mary Lou Dingle and Michael Dale Parayeski to Ontario Hydro to assist them in making their citizen member appointment to the Hamilton Hydro Electric Commission.

ADDED - USE OF THE NAME "HAMILTON"

The Committee was in receipt of an added report from the City Clerk dated 1992 June 24, respecting the above-noted matter and approved the following:

That City Council consent to the use of the name "Hamilton" in the proposed incorporation of "Hamilton Against Poverty".

ADDED - CILIO DELL EMIGRANTE RACALMUTESE DISPLAY

The Committee was in receipt of an added report from the City Clerk dated 1992 June 24, respecting the above-noted matter.

Some discussion ensued on this matter and it was indicated by several Aldermen that they thought when the poll was distributed to them, that the request was for a short-term not a permanent display.

Accordingly, the Committee approved the following:

That approval be given to display the Cilio Dell Emigrante Racalmutese on the second floor foyer outside of the Mayor's Office until the end of 1992 August.

It was further added that at the end of 1992 August, that the appropriate persons be requested to contact the Racalmutese Community to make the necessary arrangements for the display to be relocated.

18. REFERRALS BY CITY COUNCIL - Chairman of City Council Committee of the Whole.

The Committee was in receipt of information from the City Clerk dated 1992 May 27, advising that City Council at its meeting held 1992 May 26, adopted a recommendation that the Chairpersonship of the Committee of the Whole be reviewed by the Finance and Administration Committee, and that the Chairperson for the Committee of the Whole be selected at that time.

A considerable amount of discussion ensued on this matter and the Committee approved the following:

- (a) That an Alderman be appointed as Chairperson of the City Council Committee of the Whole on a three (3) month basis; and
- (b) That the selection of the Alderman be recommended by the Nominating Committee; and
- (c) That Sub-section 3 of Section 6 of the Procedural By-law which provides for the Acting Mayor to act as the Chairperson of the Committee of the Whole be amended accordingly. All other duties and responsibilities of the Acting Mayor to remain unchanged.

19. ENGLISH LANGUAGE SUB-COMMITTEE - Resignations - Tommy Tarpos and Rita Bosas.

The Committee was in receipt of two reports from the Secretary of the English Language Sub-Committee respecting the above-noted matter.

The Committee agreed to receive and take no action with respect to these resignations.

20. TAXI ADVISORY COMMITTEE - Class "C" Livery Vehicles.

The Committee was in receipt of a report from the Secretary of the Taxi Advisory Committee dated 1992 June 17, respecting the above-noted matter.

The Committee discussed this at some length and approved the following with Alderman Ross and Alderman Agostino opposed:

That the Bill which amends By-law No. 79-323 by deleting all reference to Class "C" Livery Vehicles, be approved and forwarded to City Council for adoption.

21. H.E.C.F.I. BOARD OF DIRECTORS - Hamilton Arena/Trade Centre Foundation Inc.

The Committee was in receipt of a report from the Secretary of the H.E.C.F.I. Board of Directors dated 1992 May 27, respecting the above-noted matter. The Committee approved the following:

That the Hamilton Arena/Trade Centre Foundation Inc. be dissolved.

22. HAMILTON PUBLIC LIBRARY BOARD - Picton Library Lease.

The Committee was in receipt of a report from the Chairman of the Hamilton Public Library Board dated 1992 June 8, respecting the above-noted matter. The Committee approved the following:

That approval be given to the Hamilton Public Library Board to enter into a new lease for a five year term with De Marchi Construction Ltd. for premises to be used as a Branch Library located at 502 James Street North, Hamilton, subject to approval of the Ontario Municipal Board.

23. PRIVATE AND CONFIDENTIAL AGENDA

The Committee had before it a number of Private and Confidential Agenda Item matters.

AA. THEATRE TERRA NOVA/THEATRE FOCUS (HAMILTON) INC.

Some discussion ensued on whether the Committee should move into an In-Camera Session to discuss the first item of their Private and Confidential Agenda with respect to Theatre Terra Nova/Theatre Focus (Hamilton) Inc. It was indicated to the Committee that an inadvertent error had resulted in the principles of Theatre Terra Nova not being notified to attend and speak to this issue in a public format. Accordingly, it was agreed that this item would be tabled until the 1992 July 23 meeting, in order that all interested parties could be in attendance to speak to this matter.

BB. APPOINTMENT OF CHIEF ADMINISTRATIVE OFFICER AND DIRECTOR OF PUBLIC WORKS

The Committee approved the following In-Camera Agenda Item in regular session since no discussion ensued on it:

- (a) That Mr. J. Pavelka, Director of Public Works, be appointed Chief Administrative Officer for the period 1992 July 1 through 1993 May 31 within the salary range "A" and that the City Solicitor be authorized and directed to amend the necessary by-laws, and that Mr. J. Pavelka be re-appointed as Director of Public Works, effective 1993 June 1.

- (b) That Mr. D. Lobo, Manager of Streets and Sanitation, be appointed as Director of Public Works for the period 1992 July 1 through 1993 May 31 within the salary range "B" and that effective 1993 June 1 be re-appointed as Manager of Streets and Sanitation.
- (c) That the additional savings in the amount of approximately \$75,000. be retained within the Department of Public Works to fund Continuous Improvement Projects whose goal is reductions within the 1993 Budget and the services of an engineer if required.

CC. PRESENTATION - LAW DEPARTMENT

The Committee heard a presentation from the Law Department on the Divisions of the Department and the functions within it. The Committee agreed to receive this verbal presentation.

IN-CAMERA MEETING

The Committee then moved In-Camera to discuss a matter of a Private and Confidential nature.

The Committee then moved back into Regular Session and approved the following:

ADDED - SETTLEMENT - MICALLEF, 760 & 766 UPPER PARADISE ROAD

That the City of Hamilton make an Offer to Settle Ontario Court (General Division) Action 2732/87, in the following terms:

- (a) That the retaining wall between the properties municipally known as 760 and 766 Upper Paradise be replaced, in a manner and to a standard acceptable to the City, provided that any sunken portion of the property of the Plaintiffs, the Micallef's, adjacent to the retaining wall, be filled, graded and resodded, and a fence be constructed at least five feet in height along the lot line between 760 and 766 Upper Paradise Road.
- (b) That the Plaintiffs, the John and Salvina Micallef, receive \$5,000. in satisfaction of all of their claims for damages, interest and legal costs.
- (c) That the Plaintiffs, John and Salvina Micallef, provide to the Corporation of the City of Hamilton a Full and Final Release with respect to any and all causes of action now or in the future arising out of the lot grading on Lot 1 of Plan 62M-460 in the existence of a retaining wall between the addresses known municipally as 760 and 766 Upper Paradise Road in the City of Hamilton.
- (d) That the City of Hamilton agree to replace the retaining wall when necessary in the future provided that:
 - (i) The owners of both 760 and 766 Upper Paradise provide the City of Hamilton with the easements necessary to enter onto their properties in future in order to carry out replacement or reconstruction of the wall, and
 - (ii) The City of Hamilton receive, or retain out of its share of the settlement funds, \$3,000. being the estimated present value of the replacement cost of the retaining wall.

- (e) That the Plaintiffs, John and Salvina Micállef, consent to the dismissal of Ontario Court (General Division) Action No. 2732/87 as against the City of Hamilton without costs.
- (f) That the City of Hamilton, DiCenzo Construction Limited and Steve Kozar Construction Limited contribute an equal amount, being \$6,666.67, to the resolution of the Action. (Cost of the new wall \$12,000., payment to the Plaintiffs \$5,000., present value of replacement of the wall in future \$3,000., total \$20,000.)
- (g) That provided all other requirements of the Subdivision Agreement have been complied with, and the retaining wall is completed, all actions, cross-claims and counter-claims as between the City of Hamilton, DiCenzo Construction Limited and Steve Kozar Construction Limited be dismissed without costs, and the City consent to the discharge of the Subdivision Agreement and the release of the securities held thereunder.

25. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,



Susan K. Reeder
Secretary
1992 June 25

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

B(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 June 26

REPORT TO: Ms. Susan Reeder, Secretary
Finance and Administration Committee

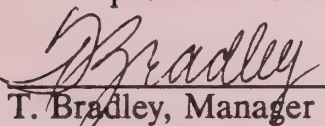
JUL 7 1992

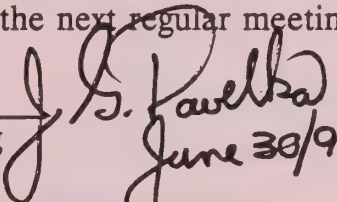
FROM: Mr. T. Bradley
Manager of Purchasing

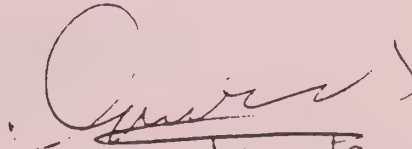
SUBJECT: REPLACEMENT OF ONE (1) CHASSIS MOUNTED
AERIAL DEVICE WITH CHIPPER BODY, UNIT
#9627, FLEET SERVICES

RECOMMENDATION:

- a) That a purchase order be issued to King Equipment Manufacturing, Woodstock, in the amount of \$103,483, including all taxes and trade-in, being the lowest of six tenders received for the replacement of One (1) Chassis Mounted Aerial Device with Chipper Body, Unit #9627, Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101.
- b) As there is a five month delivery time, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".


T. Bradley, Manager of Purchasing


June 30/92


July 2/92

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis

King Equipment Manufacturing, Woodstock	\$103,483.00
Altec Industries Ltd., Milton	111,912.05
Vermeer Sales & Service, Mississauga	126,677.60
Rocwin Sales & Service, Mississauga	130,321.40
Wajax Industries Limited, Mississauga	130,334.05
Rocwin Sales & Services, Mississauga	134,084.20

Above prices include all taxes.

B(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: July 15, 1992

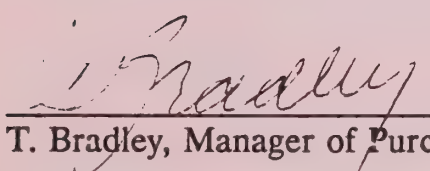
REPORT TO: Ms Susan Reeder, Secretary
Finance and Administration Committee

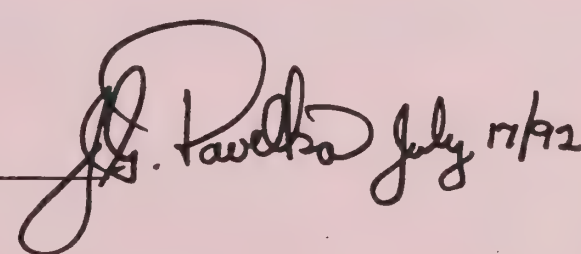
FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: POOL VENTILATION, WESTMOUNT RECREATION CENTRE

RECOMMENDATION:

- a) That a purchase order be issued Superior Boiler Works & Welding Ltd., Hamilton, in the amount of \$55,013.50 including all taxes to renovate the pool ventilation system at Westmount Recreation Centre being the lowest of four quotations received, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation and that this expenditure be finance through Operating Supplies Account No. CF57255 319241002
- b) As this work must be done by mid-September and there is a 6-week delivery time, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting o City Council".


T. Bradley, Manager of Purchasing

 July 17/92

FINANCIAL/STAFFING/LEGAL IMPLICATIONS N/A



BACKGROUND: Quotation Analysis

Superior Boiler	\$55,013.50
J.J. Elliott	\$63,365.40
Bleakhorn & Saw	\$65,511.00
Arvin Air	\$81,180.00

Above prices include all taxes.

CITY OF HAMILTON
- RECOMMENDATION -

C(i)

DATE: 1992 July 8

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Civic Award - Karl Seifried
Ontario Senior Men's Handball Championship

RECOMMENDATION:

That a ruby insert for a previously awarded civic gold ring be awarded to Karl Seifried, Head Coach of the Ontario Senior Men's Handball Team for winning the Canadian National Handball Championships held in Regina, Saskatchewan on 1992 May 15 - 17.



FINANCIAL IMPLICATIONS:

Approximately \$20.00 to be financed from Account No.CH 56126 84010.
This Account is now in overdraft.

BACKGROUND:

Confirmation of this Championship has been received from the Canadian Team Handball Federation.

c.c. Allan Ross, Treasurer.

CITY OF HAMILTON
- RECOMMENDATION -

C(ii)

DATE: 1992 July 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Civic Awards - Hamilton Hoppers Skipping Club

RECOMMENDATION:

- a) That civic silver pins be awarded to the following members of the Hamilton Hoppers Skipping Team for winning the 1992 Ontario Provincial Championship held in Hamilton in 1992 April:

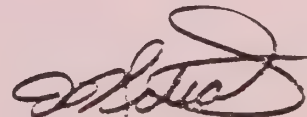
Devin Misener
Jennifer Feruglio
Michelle Wright
Shelly Rolph
Jaclyn Duchesne

Shannon Crawford
Melissa Eason
Sherri McCullough
Tracy Bellemare
Stephanie Smith

- b) That civic silver rings be awarded to the following members of the Hamilton Hoppers Skipping Team for winning the 1992 Canadian Championship held in Montreal in 1992 May:

Jaclyn Duchesne
Shannon Crawford

Stephanie Smith



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$355.00 to be financed from Account No. CH 56126 84010

This Account is now in Overdraft.

BACKGROUND:

Confirmation of these Championships has been received in writing from the Canadian Skipping Association.

cc Allan Ross, Treasurer

CITY OF HAMILTON
- RECOMMENDATION -

D(i)

DATE: 1992 July 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

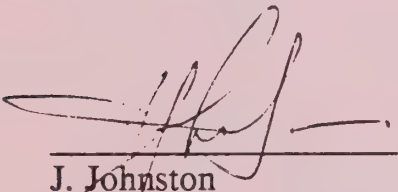
FROM: Mr. John Johnston
Commissioner of Human Resources

4001 1 - 1992

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-041-092)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to July 15, 1992 be approved.


J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached

THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Norman Bush	Firefighter I	Fire	Retired	30 years, 2 months	27/06/92
Mr. Robert Ellison	Assistant General Manager	H.E.C.F.I.	Retired	14 years, 8 months	30/06/92
Mr. John Keip	Typist Clerk II	Public Works	Resigned	3 years, 2 months	26/06/92

THE CORPORATION OF THE CITY OF HAMILTON
APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Daryl Couch	Forestry Investigator (D-19)	Public Works	New Position Council Approved January 28, 1992	\$36,071.36	15/06/92
Mr. Bradley Fleming	Forestry Investigator (D-19)	Public Works	New Position Council Approved January 28, 1992	\$36,071.36	15/06/92
Mr. Patrice Lecomte	Forester II (D-18)	Public Works	Replacing Mr. F. Kell - resigned	\$34,717.28	29/06/92
Mr. Scott Plante	Forestry Co-Ordinator (D-20)	Public Works	New Position Council Approved January 28, 1992	\$36,420.80	08/06/92

CITY OF HAMILTON
- RECOMMENDATION -

D(ii)

DATE: 1992 July 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

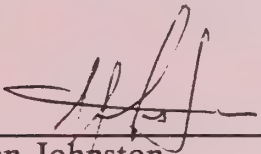
JUL 14 1992

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: International Brotherhood of Electrical Workers Local
105, Hamilton. (C-038-092)

RECOMMENDATION:

That the contract settlement of The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton, be received pursuant to the Fair Wage Policy of the City of Hamilton.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton.

Duration of Agreement - Feb. 15, 1992 to May 1, 1994

	<u>Date</u>	<u>Base Rate</u>	<u>VP & SHP</u>	<u>Tax* Union Fund</u>	<u>Non-Tax* Union Fund</u>	<u>Wage Pkg.</u>	<u>Assoc Fund</u>	<u>To PK</u>
Journeyman	Feb 15/92	\$26.55	2.66	0.20	3.92	33.33	0.18	\$3
	May 1/92	\$26.55	2.66	0.20	4.02	33.43	0.18	\$3
	May 1/93	\$27.55	2.76	0.20	4.02	34.53	0.18	\$3
	May 1/94	\$28.65	2.86	0.20	4.02	35.73	0.18	\$3
Foreman	Feb 15/92	\$29.21	2.92	0.20	3.92	36.25	0.18	\$3
	May 1/92	\$29.21	2.92	0.20	4.02	36.35	0.18	\$3
	May 1/93	\$30.31	3.03	0.20	4.02	37.56	0.18	\$3
	May 1/94	\$31.52	3.15	0.20	4.02	38.89	0.18	\$3
Apprentices	Feb. 15/92							
40 1st Period		\$10.62	1.06	0.20	3.92	15.80	0.18	\$1
50 2nd Period		\$13.28	1.33	0.20	3.92	18.73	0.18	\$1
60 3rd Period		\$15.93	1.59	0.20	3.92	21.64	0.18	\$2
70 4th Period		\$18.59	1.86	0.20	3.92	24.57	0.18	\$2
80 5th Period		\$21.24	2.12	0.20	3.92	27.48	0.18	\$2
Apprentices	May 1/92							
40 1st Period		\$10.62	1.06	0.20	4.02	15.90	0.18	\$1
50 2nd Period		\$13.28	1.33	0.20	4.02	18.83	0.18	\$1
60 3rd Period		\$15.93	1.59	0.20	4.02	21.74	0.18	\$2
70 4th Period		\$18.59	1.86	0.20	4.02	24.67	0.18	\$2
80 5th Period		\$21.24	2.12	0.20	4.02	27.58	0.18	\$2
Apprentices	May 1/93							
40 1st Period		\$11.02	1.10	0.20	4.02	16.34	0.18	\$1
50 2nd Period		\$13.78	1.38	0.20	4.02	19.38	0.18	\$1
60 3rd Period		\$16.53	1.65	0.20	4.02	22.40	0.18	\$2
70 4th Period		\$19.29	1.93	0.20	4.02	25.44	0.18	\$2
80 5th Period		\$22.04	2.20	0.20	4.02	28.46	0.18	\$2

apprentices May 1/94

1st Period	\$11.46	1.15	0.20	4.02	16.83	0.18	\$17.31
2nd Period	\$14.33	1.43	0.20	4.02	19.98	0.18	\$20.46
3rd Period	\$17.19	1.72	0.20	4.02	23.13	0.18	\$23.61
4th Period	\$20.06	2.01	0.20	4.02	26.29	0.18	\$26.77
5th Period	\$22.92	2.29	0.20	4.02	29.43	0.18	\$29.91

te:

A Union Administration Fund of 63 cents shall be deducted, effective February 15, 1992.

All Union, Industry and Association Funds are to be remitted by the 10th of the month following to: Hamilton Electrical Administration Funds, 370 York Boulevard, Suite 102, Hamilton, Ontario, L8R 3L1.

Owner Contractors are eligible for Health & Welfare Benefits (\$0.90) and the Retirement Fund (\$3.00). Contact L.U. 105 for details.

Industry Funds include: \$0.10 Promotion; \$0.10 Bill 162; \$0.10 Education. They are payable effective May 1, 1992.

GST is calculated on Association Fund and remitted with payment.

breakdown of Union Funds:

able: Retirement Incentive Plan \$0.20

on-Taxable: Health & Welfare \$0.90, Retirement Fund \$3.00, CCO Fund \$0.02 (12 cents effective May 1, 1992)

CITY OF HAMILTON
- RECOMMENDATION -

E(i)

JUL 14 1992

DATE: 1992 July 13

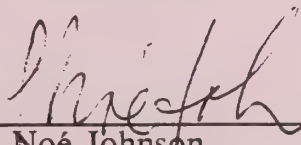
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Replace Pool Filtration System & Piping at
Jimmy Thompson Pool

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the Replacement of a Pool Filtration System & Piping at Jimmy Thompson Pool in the amount of \$250,000. Approval was given by Ontario Municipal Board Order dated the 15th day of June, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

REPLACEMENT OF POOL FILTRATION SYSTEM -
JIMMY THOMPSON POOL

WHEREAS the Ontario Municipal Board by Order dated the 15th day of June, 1992, (File No. E 920409), approved,

- (a) the replacement of the Pool Filtration System at Jimmy Thompson Pool at an estimated cost of \$250,000.00, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$250,000.00 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the replacement of the Pool Filtration System at Jimmy Thompson Pool may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 15th day of June, 1992.

2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
- INFORMATION -

E (ii)

DATE: 1992 July 15

JUL 15 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: Open Local Government Proposal



BACKGROUND:

Council at its regular meeting April 28, 1992 concurred in a resolution to advise the Province of the City of Hamilton's concerns about a number of proposals raised in the Discussion Paper and Draft Legislation (please refer to attachment for actual resolution).

DISCUSSION: It was Council's original intention to have the City Solicitor draft the appropriate resolutions reflecting Council's recommendations for consideration by the Finance and Administration Committee and submission to the Association of Municipalities of Ontario.

In the normal course of correspondence, the City Clerk advised the Provincial "Municipal Conflict of Interest Consultation Committee" chairman, Cy Armstrong of Council's April 28th resolutions. Attached please find a copy of the letter acknowledging receipt from Doug Barnes, Director of Local Government Policy Branch for the Ministry of Municipal Affairs. As you will see from the attached correspondence, the City's position on the three issues covered in Council's earlier motion, has been noted as have the submissions of AMO. Apparently, the Minister of Municipal Affairs has established another working group with municipal representation to review the issues raised. There is no information on the actual composition of this working group or its time frame. Staff will follow up and request that information in order to be prepared to address any revisions in a timely fashion. To draft any other resolutions at this particular time may be redundant. Committee will be advised of any progress made in the "Open Local Government" initiatives of the Province.



Ministry of
Municipal
Affairs

Ministère des
Affaires
municipales

300-009 43

OFFICE OF THE CITY CLERK

JUN 02 1992

REC. BY JS 6/02

REF'D. TO J.D.T.

REF'D. TO SR DATE 06/02

REF'D. TO _____ DATE _____

ACTION: F.Y.A.

May 29, 1992

Mr. J.D. Thompson
Acting City Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Thompson:

I am responding to your letter of April 30, 1992, addressed to Mr. Cy Armstrong, Chairman of the Municipal Conflict of Interest Consultation Committee regarding the Municipal Conflict of Interest Act. The Consultation Committee completed its work at the end of July 1991 when they submitted their Report to the Minister of Municipal Affairs.

Your Council's opposition to the proposed Municipal Conflict of Interest Commissioner and the removal of the "saving" provisions have been noted. Also noted is the Council's position on the "right of first refusal".

The Ministry has already received more than 450 submissions on the draft legislation, including that of the Association of Municipalities of Ontario. These submissions have identified a number of issues that the Minister feels that the province and municipalities, working together, can resolve.

The Minister has undertaken to establish a working group with municipal, school board and utility commission representatives to review the draft legislation and the issues raised during the consultation period. The group will also review the draft forms and regulations that are being developed by the Ministry in conjunction with the Association of Municipal Clerks and Treasurers of Ontario.

Thank you for your submission and interest in this important initiative.

Doug Barnes
Director
Local Government Policy Branch

J.J. SCHATZ
CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

TEL: 546-2700
FAX: 546-2095

1992 April 30

Mr. Cy Armstrong, Chairman
Municipal Conflict of Interest Consultation Committee
Open Local Government Proposal
Municipal Government Structure Branch
Ministry of Municipal Affairs
11th Floor
777 Bay Street
Toronto, Ontario
M5G 2E5

Dear Mr. Armstrong:

Hamilton City Council at its recent meeting held on 1992 April 28, approved a resolution respecting the proposed Municipal Conflict of Interest legislation as follows:

- (a) That the Province be requested to extend its deadline to the Consultation Process on the Open Local Government Proposal on Municipal Conflict of Interest to enable the Association of Municipalities of Ontario to deal with the proposals;
- (b) That the Draft legislation on the Open Local Government Proposal by the Minister of Municipal Affairs be referred to the Association of Municipalities of Ontario;
- (c) That the Province be advised that the City of Hamilton does not support the creation of the proposed Office of the Municipal Conflict of Interest Commissioner;
- (d) That the "bona fide error of judgement" defence not be deleted; and,

/2 ...

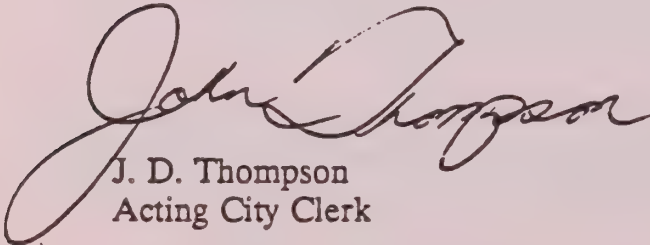
1992 April 30
Mr. Cy Armstrong, Chairman
Municipal Conflict of Interest Consultation Committee
Open Local Government Proposal
Municipal Government Structure Branch
Ministry of Municipal Affairs

Page 2 - continued ...

- (e) That the Province be advised that the City of Hamilton does not support the proposal for the Province to have the first right of refusal to purchase surplus municipal lands.
- (f) That the City Solicitor be directed to prepare a Draft City of Hamilton Resolution for the consideration of the Finance and Administration Committee on the City's concerns with respect to the Open Local Government Proposal on Municipal Conflict of Interest for submission to the Association of Municipalities of Ontario.

Your consideration to the City of Hamilton's comments with respect to this proposed legislation is much appreciated.

Yours very truly,



J. D. Thompson
Acting City Clerk

c.c. - Patrice Noé Johnson, City Solicitor

- Association of Municipalities of Ontario
250 Bloor Street East
Suite 701
Toronto, Ontario
M4W 1E6
- Susan K. Reeder, Secretary
Finance and Administration Committee
- City Clerk's Council File

CITY OF HAMILTON
- INFORMATION -


E (iii)

DATE: 1992 July 14

JUL 15 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor



SUBJECT: CBA - Central and Eastern European Legal Internship

BACKGROUND:

Council at its regular meeting in August 1991 approved the participation of the City, through the Law Department, in the Canadian Bar Association's Intern Programme.

DISCUSSION:

From September through to early December 1991, the City hosted an intern, Sandor Szabo a lawyer and council member from Salgotarjan, Hungary. In response to our request, a copy of Sandor Szabo's thesis, which is attached for your information, was forwarded to us. The CBA has also asked the City to consider sponsoring another intern this year. Please advise the City Solicitor if you have suggestions, meanwhile we will review the outside counsel budget for 1992 and advise whether any funds might be available to share in sponsoring an intern.



The Canadian Bar Association L'Association du Barreau canadien

50 O'Connor, Suite 902, Ottawa, K1P 6L2 (613) 237-2925
Fax: 613-237-0185 CBANET/LEXABAR: CBA.OTTAWA

June 23, 1992

P. Noé Johnson
City Solicitor
Corporation of the City of Hamilton
71 Main Street West, P.O. Box 2040
Hamilton, Ontario
L8N 3T4

RECEIVED
JUN 23 1992
LAW DEPARTMENT.

Dear Ms. Johnson:

Thank you for your letter of June 1, 1992 concerning the Canadian Bar Association's Eastern and Central European Legal Programs.

Enclosed please find a copy of Sandor Szabo's thesis, as requested. The orientation material is presently being updated and a copy will be sent to you as soon as it becomes available.

Maureen McTeer would like to know if there is any possibility that the Corporation of the City of Hamilton would consider sponsoring a portion of a lawyer's time in Hamilton? In particular, would you be able to spend \$5,000. and mentor the lawyer for half of the time. We encourage sharing of visiting lawyers, either within the city, or in other cities with which hosts have a partnership association or link. This has helped smaller corporations and firms to participate during the Program's first two years, and lessens the expected financial commitment.

The selection process is presently taking place in Europe. Should you have particular specifications concerning age, work experience, preferred area of practice, nationality, etc., please forward this information to me at the CBA National office and I will forward it on to Ms. McTeer and the selection committee in Europe.

The success of this special CBA international initiative depends on law firms and corporations like yourselves. Please do not hesitate to contact me if you require further information. I look forward to hearing your decision within the coming weeks.

Yours sincerely,

George Boros, Director
Professional Development

GB/cr

**Canadian Bar Association's
1991
Eastern & Central European Legal
Internship Program**

Paper submitted by:

Sandor Szabo

Nov 27 1991

Municipal Self-Governments
Hamilton, Ontario, Canada
Salgotarjan, Hungary
in 1991

Sandor Szabo
3100 Salgotarjan
Lovasz ut 21.
Hungary

Historical background

After forty years of communist rule the latest amendment of the Constitution made possible to hold free self-government elections in Hungary. It was in fall 1990.

Under the communist rule - as the other socialist countries - Hungary was pressured to accept the Russian system of councils. The Act I. of 1950 copied the Russian example that was very far from the Hungarian historical customs. The Russian council system was based on the representation of people and created a so called democratical centralized network in the country. A kind of synical democratical farce was for the citizens to vote for only one person who had been mandated for city council membership by the communist party. It was not surprising that the results of the election were very simple, as the candidates received about 100 % of the votes. Voting was compulsory for the citizens, the whole procedure was organized and controlled by the the "Party". The main interest of the Party was to provide the confident staff for carrying the Party proposals without objection. The Hungarian administrative system - just like in the Soviet-Union - was well centralized. The Central Committee of the Party created the basic principles and the duty of the Ministries was to apply it the proper way. The executive power was organized from the top to the bottom. The second level of administration was the County Council and the directions from the Ministries came through this channel to the local Town Council level. The structure of the Councils was the following: the President, who was a representative, nothing more, without

powerful party members. The whole council meetings were held not very often, mostly for representative purpose. The Secretary of the Executive Committee was the leader of the administrative staff of the council, and he possessed the employer rights of them. This post was the highest in the council. The real role of the councils at the lower levels was to execute the orders of the higher levels and distribute the money given by the central revenue. The different kind of Ministries distributed the money among the counties, the counties distributed it among the lower councils. In cases involving the citizens the issues were given by the departments of the Executive Committees. It was possible for the citizens to appeal against that issues to the proper department of the County Council. There was however no legal remedy against that issue. The first change happened in 1981 when the Government opened way to legal remedy against those issues in court.

This freedom was allowed just in limited types of cases.

The remedy to court became general in 1990, but it's a new chapter in the history of municipal self-governments in Hungary.

My town Salgotarjan, a capital of a small county by the name of Nógrád has 50.000 inhabitants.

See the systems to compare with each other.

The present municipal system

The self-government system of the municipalities basically regulated by the Municipal Statute in Hungary. The Municipal Act defines the structure of municipalities, their organs, the method of elections and appointments, the names and authorities of the different committees. So we have limited

choice to create real self-government without having the right to be free in methods. Even the numbers of Aldermen are regulated by the Act considering the size of the village or town. The self-governments don't have real freedom in work because of the Statutes still in force from the communist area. Under the political changes in Hungary there is a pressure on Parliament to legislate, invalidate and amend as much regulations as possible in a short time.

The result of this race that there are some more developed fields, and there are less developed ones. It takes at least 5 years to have an accordance with the different regulations on different levels.

The other problem is the influence of the political parties in the legislation. The political struggle of the two main political parties resulted the dominance of the one in the parliament, the other in the self-governments. The parliament would like to limit the role of the self-governments, the latter wants more independence, freedom and deregulations and the citizens see that the whole fight is against their interests.

Canada is a federal state operating under a constitution which distributes power between the national (federal) government and the provincial governments. Sections 91 and 92 of the Constitution Act outline the powers of the Federal and Provincial Governments.

The provincial government has the sole right to pass laws defining the power and structure of municipal governments. Ontario is divided into 947 municipal governments. Their powers and procedures are laid down in a series of general Acts of the Ontario Legislature.

In this province the principal functions of city government are:

- to supply essential services (water, hydro, sewer system, roads public transportation and garbage disposal)
- to provide some social services such as general welfare assistance and to cooperate in public housing programmes, urban renewal, homes for the aged, and day care
- to provide planning for land use in the city
- to watch over the character, progress, development and quality of life in the city and to influence other governments in those areas
- to collect taxes to pay for these services.

In Hungary the functions of the municipal government generally defined by the Self-government Act on the the same way. There is however more duty for the city to provide the basic health care in it's territory.

In Canada the Mayor is the chief executive officer of the City. Elected at large, the Mayor presides at all Council meetings. He is the official representative of the City.

It is interesting to observe the development of the city government structure in Hamilton. In the beginning of the 80-s the Board of Control was the executive and finance committee of the Council. It had primary jurisdiction over all financial matters and in this capacity coordinate all the activities of the Corporation. The Board prepared estimates of the proposed expenditures for the year, nominated to the Council all heads of departments. Many people felt this Board had far too much power and control, then following the example in Toronto, abolished this body.

The city of Hamilton is divided into eight Wards for the purpose of representation. Each of these eight Wards elects two Aldermen to represent the resident's interest on City Council. The candidate who receives the largest number of votes is considered the senior Alderman and the person with the second largest number of votes is the junior Alderman for the Ward. The senior Alderman has one main privilege. He or she usually has first choice in the selection of committees of council. Each Alderman must sit on two of the four standing committees and on a varied number of other committees.

There is the By-law No.82 to regulate the proceedings in the Municipal Council of the City of Hamilton. The Meetings of City Council shall be held on the second and last Tuesday of every month at seven-thirty p.m. except the months of June, July, August and December, when one meeting only shall be held.

The quorum consists of nine members from the seventeen of the Council. The procedure of consideration of a motion or resolution is regulated the following order: to adjourn, to lay on the table, to defer, the previous question, to refer, to amend.

In Hungary the Mayor has the same rights and obligations as his Canadian colleague. The Mayor is elected by the City Council just after the self-government elections in the beginning of the inaugural meeting.

This decision needs a majority of votes of the representatives elected to the Council.

Other most important decisions need also a majority vote such as the

question of the annual budget, the amendments of a By-Law etc.

Each self-government entitled to regulate it's own procedural rules within the framework of the Self-Government Act.

The procedure of the meetings have not worked out well because of the lack of problems mentioned above had not required it before. We have not adapted a rule of order such as Bourinot's Rules of Order. Hence we experience a lot of time-wasting problems at the City Council meetings about procedural questions.

This is one of our most important problems which needs an immediate solution. We should introduce a unified procedural method for the whole country to help the effectiveness of our work and be more closer to the developed democracies. Our Self-Government Act gives just the frames of a proper procedure.

The City Council of Hamilton has four different standing committees.

Transport and Environmental Committee

Park and Recreational Committee

Finance Committee

Planning and Development Committee

There was a previous system with the Legislation Committee and the Personnel Committee, but the first was cancelled, the second became part of the Finance Committee.

Each standing committee consists of the Mayor and one Alderman from each of the eight wards.

The Nominating Committee consists of all members of Council and chaired by the Mayor. The procedural by-law mentions the definition of the Special Committee and says that any member of Council initiating the establishment of a Special Committee for any purpose shall automatically be member of that Committee.

The City Council of Salgotarjan has six different standing committees.

Legal Committee with 5 members

Economic Committee with 9 members

Financial Supervisory Committee with 5 members

Planning and Development Committee with 7 members

Health and Welfare Committee

Educational and Cultural Committee

The actual By-Law regulates the duties of the Committees and the number of those members. Establishment of a Special Committee occurred only when the Council decided to bring a discipline procedure against the Mayor.

The Hamilton By-Law says in case of an equal division of votes in the Committee the question shall be decided in the negative. The Committees are entitled to set up a Sub-Committee to deal with special or specific matters that come under the terms of reference of the Committees.

This By-Law contains detailed rules about the duties of the Committees.

The differences of the regulations erect from the different economical, legal conditions of the two areas. The City Council of Salgotarjan

inherited from its predecessor a large amount of debt and could hardly handle the economical problems. The town is fighting against increasing unemployment and economical recession. We have an out of date steel and machinery industry and empty coalmines around the town. The political changes came suddenly but without economical process. We have to learn the rules of the market economy and the rules of the stock market.

Two generations of Hungarians had grown up without the possession of this knowlewdge. It takes time to keep our presence of mind in the new situation.

All these problems are in the City government. The emphasis is on how to survive the hard times. The lack of reliable legal customs needs a Legal Committee, the lack of proper economical regulations needs an Economical Committee with 9 members. The setting up of the Financial Supervisory Committee is for the strict monetary policy of the Council to pay back the loans and cut the expences.

The duty of the Legal Committee is to release opinions in legal debates on interpretation of rules, orders and acts. It's not a final decision but the Council and the other Committees have to take into consideration these interpretations.

I hope we'll have to amend our by-law after 5 years to substitute this Committee with the Park and Recreational one.

Municipal elections

In Canada the election list should contain the names of all electors. The elector must be a Canadian citizen or British subject of the full age of eighteen years, and a resident of the city during the period of enumeration or an owner or tenant of property in the city. All person seeking a municipal office must file a nomination form signed by at least ten electors whose names are entered on the voters' list. Aldermen are elected for 3 year term.

In Hungary the elector must be a Hungarian citizen at least full age of eighteen and permanent resident of the area. To be nominated a candidate needs to collect at least 40 nomination papers from the voters of the area.

The ballots are to contain the names of the candidates and the names of the different political parties. The voter has to mark only one candidate and one political party otherwise the vote is invalid.

In Salgotarjan there are 14 Wards, each Ward elected one representative and by the special accounting of the votes had given to the parties filled the other 13 places in the Council. This complicated method originated from the first free-election in the country with lot of political elements.

Aldermen are elected for four year term. It's an unpaid "part-time job" in Hungary. All the Aldermen keeps his or her own profession or job. The inaugural meeting of the Council elects the Mayor and elects optio-

nally the Deputy-Mayor or Mayors. The setting up of the different Committees takes place on the same meeting. The City Council is entitled to determine the names and combination of the Committees.

Revenue

There are four principal sources of local revenues in Canada:

1. taxation, annual and special
2. miscellaneous revenue, such as licence fees
3. grants and subsidies from the Provincial and Federal Governments
4. earnings from municipal undertaking and enterprises.

The most important source of revenue is taxation on real property. Neither taxation nor the other sources of revenue have been able to keep up with the increasing demand by the public for higher standards of performance by its local government. As a result all municipalities has forced to borrow money from Canadian and other investors. To borrow money, the municipality, like the individual, must have a suitable credit rating. This rating, together with the going market, will determine the interest rate. Another important factor is the assessment base of the municipality.

The sources of local revenue are the same in Hungary. They are mentioned by the Self-Government Act. The system of taxation changed during the

last year, the central government gave power to the self-governments to introduce taxes on properties, business and other purpose. The City Council of Salgotarjan enacted by-laws on the municipal taxation system, this by-law comes into force on the 1st January 1992.

The biggest source of revenue might be the earning from municipal undertaking and enterprises, but there is an obstacle to use this method: the lack of an Act which determines the amount and limits of the municipal properties and assets. Most of the properties and assets was owned by the state before the changes in Hungary.

Politicians and lawyers are discussing on what amount should remain owned by the state, what amount should give to the self-governments and what amount should be object of privatization. Other obstacle is the new Land Compensation Act which due to compensate those people who's properties were unlawfully confiscated by the State during the communist rule.

These circumstances makes the Hungarian legal conditions a bit confused at the moment. I hope that the parliament and the government will find a legal solution what is useful for all parties involved.

After this legislation the City Councils would be able to undertake with its properties and found different kind of enterprises.

The Ontario Municipal Board

This is a special provincial supervisory body, whos members are appointed by the Provincial Government and act as an impartial body to allow

citizens who are dissatisfied with the decision of a local government to contest it. The powers of the Board are overwhelming. For example, a decision to amend a zoning by-law arrived at by a series of meetings involving elected representatives, citizens' organizations and experts from the local Planning Department can be overturned by two or three appointees of the Province. The major criticism levelled against the O.M.B. was that it was an appointed body which could overrule a local elected council and that was a denial of democracy. The defence was that a true democracy requires justice and it had to have built-in mechanisms to protect individuals and minorities.

Board approval is required for all municipal undertakings involving capital expenditures, all zoning by-laws which are appealed and the exercise of certain other statutory powers. It settles disputes between municipalities in such matters as adjustment of assets and liabilities on a change of boundaries. No municipality can proceed with any undertaking which is to be paid for in a subsequent year, or by an issue of debentures, until the approval of the O.M.B. is obtained. The Board has a jurisdiction to exercise of any municipal powers involving borrowing by the sale of debentures where approval is voluntarily applied for and where it is required by law to be obtained.

Until approval is obtained, the by-law is not enforceable.

The Board conducts public hearings to consider zoning by-laws which are submitted for approval, and interested parties are given the opportunity to express their views on, and objections to proposed zoning changes.

There is a good example to observe this institution in spite of that we don't have Municipal Board still, but could be useful for "de lege lata" (to amend in the future).

Economic life of municipalities

I return back to the revenue question. A municipality depends on real property taxation for its main source of revenue. All real property in the municipality is assessed under the Assessment Act which is controlled by the Provincial Government. This assessment determines the total tax bill which is fixed and imposed by the municipality.

There are three types of municipal taxes: general rates, special rates and local improvements or frontage rates.

The general tax rate is used as a last resort because it results in a property tax increase. The annual estimated total revenue is subtracted from the total annual proposed expenditure the remainder is that amount which must be obtained by increasing the taxation on real property.

A special rate is designed to serve a particular purpose such as water rates, parks dedication and sewer imposts.

Local improvements and drainage are levied on the basis of the total amount of the frontage of the property to be benefited by the improvements.

Other sources of the revenue are the permits, rentals, licences, fines and subsidies from the senior levels of government.

The basic rule in Canada that only the expenditures in excess of these revenues have to be financed by taxation.

After the elections Hungarian municipalities had to continue the old method of distributing money from the county and government sources. It must be only a temporary method for some years. Following this we have to find a specific method which is suitable for our conditions. The Parliament and the central government have to work out the legal backgrounds of a healthy level of central and local taxation, and have to give more independence to the local self-governments.

This would be an open chance making the citizens feel the advantages of a better local self-government policy in economic, business and taxation field and would be an important landmark to be closer to the real democracies.

We started to prepare for the new duties with setting up special departments dealing with the registration, valuation of the properties and assets of the municipality to begin the real business actions.

This is the only way to solve our problems in this field.

Civic departments

There are nine different departments of the City Council in Hamilton.

1. City Clark's department
2. Cultural and recreational department
3. Engineering department
4. Law department
5. Property department
6. Public Works department
7. Traffic department
8. Treasury department

There are 5 different departments of the City Council of Salgotarjan.

1. Finance department
2. Building department
3. Cultural, Sport and Health department
4. Legal department
5. Economic department

The City Clerk and the leaders of the departments are appointed by the City Council with ordinary voting. They with the other employees of the City Council are professionals. The City Clerk is the head of the departments, and has employer rights over them. His duty to provide the lawful procedure in the acts of the departments and to warn the Council in the case of attempting an unlawful act.

The officials of the City Council in Salgotarjan are mostly the same persons as were there before the elections. This staff works with the old methods. They were members of a well-subordinated system. It has been difficult to teach them to pick up new workstyle, to be more independent in decision making, to be more open to the public. It takes time. Working at a City Council is not the most popular profession in Hungary now.

Conclusion

Aristotle believed that the good life was to be achieved by the efficient integration of the most important element of the city, its citizens, into the daily functioning of the community. The achievement of the good life could only come about when each citizen participated meaningfully in the society, contributing to his own welfare and to the welfare of his fellow citizens. When these expectations were met, the city operated efficiently, and the citizens led a happy and fulfilled life.

Aristotle lived more than two thousand years ago. He was the first man who clearly defined the term of democracy. We - Hungarian - lost forty years in the experience of democracy. Canadians were more lucky.

The best way to keep up with the times is to learn.

Go ahead, old Aristotle !

A handwritten signature in cursive script, appearing to read "J. J. J. J.", located at the end of the conclusion section.

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Beauchesne, A. Procedure at Meetings in Canada

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Rogers, I.M. The Law of Canadian Municipal Corporations
Toronto, Carswell

Municipal Act, The Queen's Printer, Toronto

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Agro, V. You Can Fight City Hall, Bell Enterprises, Hamilton

F.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 14

JUL 15 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Charlene J. Coutts, Secretary
Canusa Games Board of Directors

SUBJECT: Use of City Hall Forecourt for Torch Run Send-Off
For 35th Annual Canusa Games - 1992 August 6

RECOMMENDATION:

That approval be given to the Canusa Games Board of Directors to use the City Hall forecourt on Thursday, 1992 August 6 from 11:00 a.m. to 1:00 p.m. for the purpose of sending off the torch runners who will carry the torch from Hamilton, Ontario to Flint, Michigan in conjunction with the 35th Annual Canusa Games to be held in Flint, Michigan from 1992 August 7-9.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a. All costs associated with this event will be paid for by the Canusa Games Board of Directors.

BACKGROUND:

1992 marks the 35th anniversary of the Canusa Games.

As is custom, the visiting City carries the torch to the host City and lights the Canusa Torch at the opening ceremonies to officially open each year's Games.

cc Stella Glover, City Clerk's Department
Rob Swan, Property Maintenance Division

G.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 16

REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

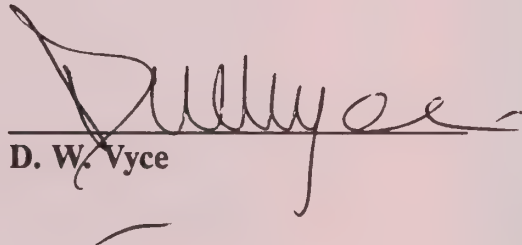
JUL 16 1992

FROM: D. W. Vyce
Director of Property

SUBJECT: Purchase of land from Union Gas Limited
located east of Kinrade between Barton Street
and Cannon Street

RECOMMENDATION:

That an Option to Purchase, executed by Union Gas Limited (D.J. Moore, Vice-President and R.S. Valdis, Assistant Secretary) on June 29, 1992, and scheduled for closing on or before November 9, 1992, for the purchase of a parcel of land located east of Kinrade Avenue between Barton Street and Cannon Street, measuring 11 feet (3.35 metres), by 11 feet (3.35 metres), be approved and completed, and the purchase price of \$1.00 be charged to Account Number CH 4X501 00102 (Sale of Land - Property Purchases). Subject parcel is surplus to Union Gas requirements and is located in the Municipal Parking Lot at this location.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

On June 4, 1992, Union Gas Limited advised that the subject parcel, which is located within the Municipal Parking Lot at this location, was surplus to their requirements and available for sale. This small parcel will be incorporated into and form part of the existing municipal parking facility.

16 July 1992
Finance and Administration Committee
Page 2

Attach.

c.c. P. Noé Johnson, City Solicitor

A. Ross, Treasurer

L. MacNeil, Property Clerk, Surveys

P. G. Baker, General Manager, Parking Authority

(92C-130 - 4509)



<table border="1"> <tr> <td>69</td> <td>70</td> <td>71</td> </tr> <tr> <td>95</td> <td>48</td> <td>126</td> </tr> <tr> <td>125</td> <td>124</td> <td>12</td> </tr> </table>	69	70	71	95	48	126	125	124	12	<p>CITY OF HAMILTON</p> <p>GIBSON</p> <p>ZONING</p>
69	70	71								
95	48	126								
125	124	12								
<p>This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	<p>0 50m 100m</p> <p>SCALE</p>									
<p>Prepared for The City of Hamilton by the Planning and Development Department at the Regional Municipality of Hamilton Wentworth</p>	<p>PLANNING UNIT NO. 6607</p> <p>JUNE 1986</p> <p>PAGE NO. 48</p>									

H (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 15

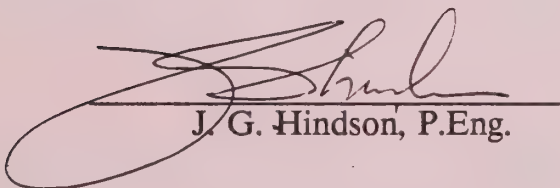
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Digital Equipment File Server Maintenance (I/S-108)

RECOMMENDATION:

- a) That a purchase order be issued to Digital Equipment Corporation in the amount of \$2,785 per month (plus Taxes) for the on-going maintenance of Digital Equipment Fileservers and Software.
- b) That annual increases in maintenance costs in 1993 and 1994 be permitted provided that they do not exceed the Consumer Price Index or inflation. Funds provided from Account CH 57138-26032 (Hardware Maintenance).


J. G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Maintenance services are required for the Digital Equipment Corporation model 4200 File Server located in City Hall. It is recommended that Digital Equipment Corporation (DEC) perform the ongoing maintenance services on this equipment as DEC is the sole supplier for software support.

H (ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 15

REPORT TO: Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Suppliers for Microcomputer Workstations and Printers
(I/S 92-105).

RECOMMENDATION:

- a) That Microcomputer workstations and printers be acquired in accordance with the following:

<u>Description</u>	<u>Supplier</u>	<u>Price</u>	<u>Comment</u>
Panasonic 386-SX25 Microcomputers	4 Office Automation Burlington	\$ 1,539	lowest acceptable of 27 proposals
Hewlett Packard IIP printers	Tristar Hamilton	\$ 1,163	lowest acceptable of 12 proposals

- b) Funding to be provided from Account # CH56605-26032 (Workstation Leasing)


J.G. Hindson P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Requests for Proposals for the supply of Microcomputer Workstations, printers and related devices were sent to potential suppliers in accordance with specifications issued by the Manager of Purchasing.

The closing date for the Proposals was 1992 June 25th. Twenty six proposals were subsequently received. In order to provide for flexibility to obtain the best combination of equipment components, service, support and price, it was not a requirement that the supplier submit proposals for all the requested items.

The Proposals were subsequently reviewed and are presented in the attached tables.

The objective in reviewing and recommending suppliers in each case is to obtain the equipment capabilities and functionality required in accordance with the specifications, and adequate supplier support and service at the lowest cost.

In some cases the lowest proposal is not recommended as it is not equivalent to the specifications in terms of functionality, compatibility with hardware, software, or the Corporate Network or access to service, ongoing support and spare parts.

4 Office is the recommended supplier for the 386-SX microcomputers on the basis of lowest acquisition cost. 4 Office submitted the lowest unit cost (\$1,539) but not the lowest Canadian Content evaluation price (\$1,665). However, 4 Office included in their proposal, an extension of the warranty period on all existing units in service (241). This warranty extension has a value of up to \$28,900 in reduced maintenance costs in 1992/93. This extra value, when taken into account, offsets the difference in Canadian Content. It is therefore recommended that the units be acquired from 4 Office which is the lowest cost supplier.

The microcomputer industry is continuing to experience a period of unprecedented competition. Many manufacturers are experiencing business losses and many retail suppliers are going out of business as there are too many products and too few buyers. The selection of products from only "brand name" IBM clones with alternative suppliers and service sources is recommended in order to protect the Corporation's investment in this equipment during its service period.

c.c. Mr. T. Bradley, Manager of Purchasing

MICROCOMPUTER WORKSTATIONS PRINTERS & EQUIPMENT
 FP SUMMARY FOR 1992 16-Jul-92

SUPPLIER	LOCATION	386SX CPU/VGA TOTAL	Canadian Content bid
Office Automation Ltd.	Burlington	1,539.00 <--- RECOMMENDED [1]	1,665.00
nterTan Canada Ltd.	Barrie	1,735.00	1,483.20
ristar Systems (Div. of MicroAge)	Hamilton	1,795.00	1,660.30
omputerland	Burlington	1,805.00	1,799.00
Hvro Computer Systems Inc.	Burlington	1,932.00	2,110.61
amilton Computer Sales and Rentals	Mississauga	1,950.00	1,706.25

Note*[1] Lowest Total Acquisition Cost

he following equipment proposals were not to specifications:

omputerland	Burlington	1,136.00	1,136.00
ebula CAD Systems	Hamilton	1,222.00	1,222.00
rimax Computer Corp.	Brampton	1,492.00	1,269.32
icroAge Computers	Hamilton	1,350.00	1,299.00
lliance Computers Inc.	Hamilton	1,462.00	1,384.00
marsh Instrumentation Inc.	Burlington	1,532.00	1,399.00
icroAge Computers	Hamilton	1,549.00	1,491.00
emorex Telex	Markham	1,876.00	1,499.80
amilton Computer Sales and Rentals	Mississauga	1,775.00	1,547.00
U.S. Electronic Computer Electronics Ltd.	Hamilton	1,623.00	1,623.00
icroAge Computers	Hamilton	1,695.00	1,631.00
omputer Bay	Hamilton	2,455.00	1,638.45
omputerland	Burlington	1,746.00	1,746.00
dvance Business Systems Inc.	Hamilton	3,020.00	1,747.00
icrobest Computers Inc.	Markham	1,669.00	1,754.00
ompugen Systems Ltd.	North York	1,705.00	1,777.77
ce	Hamilton	2,093.50	2,093.50
ebula CAD Systems	Hamilton	1,958.00	2,265.00
ompugen Systems Ltd.	North York	2,907.00	2,339.28
ompugen Systems Ltd.	North York	2,224.00	3,076.73

0 BID

ppplied Computer
 eppert Business Systems Inc.

MICROCOMPUTER WORKSTATIONS PRINTERS & EQUIPMENT
RFP SUMMARY FOR 1992 15-Jul-92
Printers

Listed in descending order of Canadian Content Price

SUPPLIER	LOCATION	HP11P & PRO.CARTR.	Canadian Content bid
Tristar Systems (Div. of MicroAge)	Hamilton	1,163.00 <--- RECOMMENDED	859.00
Primax Computer Corp.	Brampton	1,185.00	861.28
InterTAN Canada Ltd.	Orillia	1,369.00	892.02
MicroAge Computers	Hamilton	1,163.00	894.00
Nebula CAD Systems	Hamilton	1,218.00	896.00
Hamilton Computer Sales and Rentals	Mississauga	1,265.00	932.75
Compugen Systems Ltd.	North York	1,110.00	959.93
Computerland	Burlington	1,236.00	1,046.00
Alliance Computers Inc.	Hamilton	1,421.00	1,088.00
Microbest Computers Inc.	Markham	1,334.00	1,188.00
AHVro Computer Systems Inc.	Burlington	1,405.00	1,208.01
Memorex Telex	Markham	1,780.00	1,304.39

NO BID

4 Office Automation Ltd.
Ace
Advance Business Systems Inc.
Applied Computer
Audiophonic Computer Electronics Ltd.
Compugen Systems Ltd.
Compugen Systems Ltd.
Computer Bay
Computerland
Computerland
Hamilton Computer Sales and Rentals
Leppert Business Systems Inc.
Marsh Instrumentation Inc.
MicroAge Computers
MicroAge Computers
Nebula CAD Systems

CITY OF HAMILTON
- RECOMMENDATION -

H (iii)

DATE: 1992 July 15

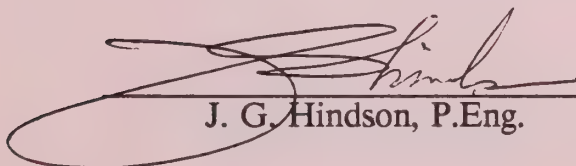
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Acquisition of Computer Software - CSP/ADE from
Kimberly Clark Computer Systems (I/S 92-107)

RECOMMENDATION:

- a) That a purchase order be issued to Kimberly Clark Computer Services, (KCCS) sole supplier, in the amount of \$75,000 U.S. for the acquisition of CSP/ADE (Cross System Product/ADE) Software. Funds provided from Account CH 56005-25415 (Computer Software - Tax Project)
- b) That the software licensing agreement be in a form satisfactory to the City of Hamilton Solicitor.
- c) That a Purchase order with an upset limit of \$25,000 U.S. be issued to KCCS for the staff training required to use the CSP/ADE software. Funds Provided from Account CH 55204-26018 (Training-Contractual).


J. G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

CSP/ADE (Cross Systems Product/AiDE) is a companion software product that significantly increases the productivity of the development software (IBM's Cross System Product) that will be used for the replacement Property/Taxation System.

The CSP/ADE software generates or "writes" software code. This product reduces the resources and time needed to develop programs and will also permit user-friendly "help" screens to be included inside the tax application. The ADE product also ensures and reinforces software standards to assist computer terminal users in finding the information they need as quickly as possible. Kimberly Clark Computer Systems is the only company that has developed such a software product to date and hence is the only supplier.

Arrangements will be made to have the training done locally, and we are working on sharing training facilities with another firm that has also acquired this product.

c.c. Mr. A. C. Ross, City Treasurer
Ms. P. Noé Johnson, City Solicitor

CITY OF HAMILTON
- RECOMMENDATION -

H(iv)

DATE: 1992 July 15

REPORT TO: Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Leasing Supplier for Microcomputer Workstations and Printers
(I/S 92-106).

RECOMMENDATION:

- a) That *Scott Computer Leasing* of Mississauga provide leasing services for microcomputer workstations and printers at the rate of \$28.90 /\$1,000/month for 36 months (the lowest of six proposals received).
- b) That the term of the lease agreement with *Scott* be to 1994 November 30th, with an option in favour of the City to extend for the balance of the lease term.
- c) That decisions to lease or purchase be made in each case, in consultation with the Treasurer.
- d) That the master lease agreements be in a form satisfactory to the City of Hamilton Solicitor (the City of Hamilton is the lessee).
- e) That funding be provided from Account # CH56605-26032 (Workstation Leasing).


J.G. Hindson P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Requests for Leasing services proposals were issued to potential suppliers. *Six* responses were received by the closing date of *1992 June 25th*.

The leasing proposals were evaluated on the basis of the lowest monthly cost. A requirement of the proposals was that any lease include a provision that the lessee could return the equipment at the end of the lease, continue to lease at a reduced rate, or acquire the equipment at Fair Market Value. This provides for maximum flexibility to the Corporation.

On the basis of the summary of the proposal results (as indicated in the attached table), it is recommended that leasing services be acquired from *Scott Leasing* of Mississauga (the lowest lessor).

The decision to lease or purchase should be based on an evaluation of several factors:

- 1) Lowest "cost of use" for the time period the equipment will be used.
- 2) The end-of-lease value.
- 3) The ease (or difficulty) of disposal of the equipment at the end of the lease.
- 4) Any potential requirements to improve or upgrade the equipment during the lease period.
- 5) The availability of any of external funding (grants) that would only apply to equipment purchases.
- 6) The availability of other internal or external funding sources that would favour leasing or purchasing.

As factors and circumstances may be different, it is recommended that leasing or purchasing decision be made in consultation with the respective Corporation's financial advisors.

c.c. Mr. G. W. Lawson, Treasurer and Commissioner of Finance, Region
Mr. A. C. Ross, Treasurer, City of Hamilton

Summary of Leasing Proposals Received for
Microcomputer Workstations and Printers
based on 36 month lease

Company Name	Location	Rate/\$1000/month
Scott Computer Leasing	Mississauga	\$28.90 <--- RECOMMENDED
Vernon Leasing	Toronto	\$29.50
Traithlon Leasing	Richmond Hill	\$31.10
MTC Leasing Inc	Burlington	\$32.74
Commcorp Financial Services	Toronto	\$32.45

Note:

National Bank Leasing of Toronto submitted an invalid bid of \$25.96 based on "end-loading" the lease. The effective equivalent rate is \$33.17

CITY OF HAMILTON
- RECOMMENDATION -

I (i)

DATE: July 13, 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

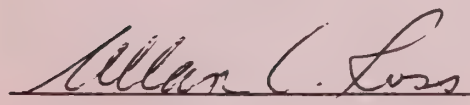
JUL 14 1992

FROM: Allan C. Ross
Treasurer

SUBJECT: PROPOSED CONSTRUCTION OF SIDEWALKS AS
LOCAL IMPROVEMENTS ON LIMERIDGE ROAD,
EAST OF UPPER WELLINGTON STREET

RECOMMENDATION:

1. That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the following projects:
 - a) Limeridge Road north side from approximately 400 m east of Upper Wellington Street to approximately 127 m easterly - independent concrete sidewalk at an estimated gross cost of \$21,000 with a City's share of \$10,860.80 to be financed from 1992 Capital Levy and the balance of \$10,139.20, being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$10,139.20 for a term not to exceed 20 years for the above project.
 - b) Limeridge Road south side from Upper Wellington Street to approximately 263 m easterly and from approximately 376 m east of Upper Wellington Street to approximately 69 m easterly - independent concrete sidewalk at an estimated gross cost of \$50,000, with a City's share of \$23,440. to be financed from 1992 Capital Levy and the balance of \$26,560, being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$20,560 for a term not to exceed 20 years for the above project.


Allan C. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. The project is included in the 1992-2001 Capital Budget Program.

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on July 20, 1992.

c.c. K. Christenson, Secretary, Transport and Environment Committee
D. Lobo, Director of Public Works, Attention: R. Meiers
P. Noé Johnson, City Solicitor
G. W. Lawson, Treasurer and Commissioner of Finance, Attention: G. Davis

CITY OF HAMILTON
- RECOMMENDATION -

I (ii)

DATE: 1992 July 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUL 17 1992

FROM: Allan C. Ross
Treasurer

SUBJECT: 1992 SERVICING EXPENDITURE RELATED TO
SUBDIVISIONS

RECOMMENDATION:

- a) That the City's share of services for the following subdivisions in the total amount of \$76,422.78 be financed from the Reserve for City's Share of Service Through Unsubdivided Lands up to the amounts available and the remaining balance from the Reserve for Capital Projects:
- i) "The Gardens of Rymal - Phase 3" - City's share \$5,479.45
 - ii) "The Gardens of Rymal - Phase 4" - City's share \$8,317.73
 - iii) "Rymal Square Estates - Phase 3" - City's share \$62,625.60


Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1992 projects related to subdivision servicing expenditures is \$1,289,309.58. The 1992-2001 Capital Budget has a provision of \$800,000.00 for City's share of subdivision in 1992. With the approval of this recommendation City's share of the cost would be exceeded by \$489,309.58.

As reported to this Committee in my letter of June 18, 1992, related to the financing of previous subdivision expenditures, it is estimated that the majority of the funding will be available in the Reserve for City's Share of Services Through Unsubdivided Lands. The remaining balance would be financed from the Reserve for Capital Projects.

Susan K. Reeder, Secretary
Finance and Administration Committee
1992 July 17 - Page 2

BACKGROUND:

This item will be considered by the Transport and Environment Committee on July 20, 1992.

c.c. E.M. Gill, Senior Director, Roads Department
K. Christenson, Secretary, Transport and Environment Committee
R. Meiers, Operations Engineer, Public Works Department

2. (a)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 9


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: THEATRE TERRA NOVA/THEATRE FOCUS
(HAMILTON) INC.

RECOMMENDATION:

- a) That the monthly mortgage payments due the City from Theatre Terra Nova/Theatre Focus (Hamilton) Inc. be reduced temporarily for a period of one year (12 instalments) commencing November 1, 1991 to October 1, 1992 (both inclusive) from the present amount of \$1,339.00 to a new amount of \$100.00 per month on the following conditions:
 - i) that the borrower enters into a Mortgage Amending Agreement with the City;
 - ii) that the Mortgage Amending Agreement permit the borrower to have the reduced monthly payment for a maximum of one year;
 - iii) that the Mortgage Amending Agreement is prepared by the borrower's solicitor in a form satisfactory to the Law Department;
 - iv) that the borrower's solicitor certify to the City that the Mortgage Amending Agreement has been duly authorized, executed and registered by the borrower and is enforceable according to its terms.
- b) That the amount of \$625.51 received on November 1, 1991 be used to pay for the monthly payments of \$100.00, if approved, for November 1, 1991 and February 1, 1992 and any outstanding interest due to delayed payment and the balance of the funds be used towards the outstanding property taxes.
- c) That the City Treasurer be directed to report back to the Finance and Administration Committee after November 1, 1992 should Theatre Terra Nova/Theatre Focus (Hamilton) Inc. not resume regular monthly mortgage payments of \$1,339.00 per month as of November 1, 1992, as outlined in the original mortgage dated August 30, 1990.


Allan C. Ross

1992 July 9

Susan K. Reeder, Secretary
Finance and Administration Committee - Page 2

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- The mortgage loan is structured as an interest bearing loan at the bank's prime lending rate as of September 1st, each year. As of September 1, 1990, this rate was 14.25%. The mortgage requires that annually on September 1st, the prior year's mortgage interest is payable to the City. On September 1, 1991, the mortgage interest due the City on this mortgage amounted to \$31,150.08. Council's August 28, 1990 resolution regarding this loan included the option for Council to forgive mortgage interest at Council's discretion. For your information, the next annual interest payment due September 1, 1992, shall be at the interest rate of 9.75% and the mortgage interest that has accrued, from September 1, 1992 to date, is the sum of \$14,136.13.
- Any additional concessions to the terms of this mortgage will entail further loss of interest to the City.

BACKGROUND:

City Council approved the mortgage loan of \$225,000.00 to Theatre Terra Nova in August 1990. The loan was for the purpose of buying the Playhouse Theatre on Sherman Avenue North in order to provide a more suitable home for the Theatre. The mortgage provided for payments of \$1,339.00 per month for 14 years commencing one year after the loan, i.e., September 1991 until September 1, 2005.

Theatre Terra Nova encountered financial difficulties during 1991, notably related to several repairs required at the facility. In November 1991, Theatre Terra Nova approached the City to request a reduction in the new mortgage payments. The Theatre has been basically maintaining payments of \$100.00 per month over the period since December 19, 1991.

The monthly mortgage payments made to date by Theatre Terra Nova/Theatre Focus (Hamilton) Inc. are as follows:

Sept.	24/91	\$1,339.00
Oct.	08/91	700.00
Oct.	11/91	641.50
Nov.	01/91	625.51
Dec.	19/91	100.00
Jan.	28/92	100.00
Feb.	01/92	0.00
Mar.	11/92	100.00
Mar.	28/92	100.00
May	04/92	100.00
June	01/92	100.00

1992 July 9

Susan K. Reeder

Finance and Administration Committee - Page 3

BACKGROUND: - continued

At the direction of City Council, Joe Pavelka, CAO and Nik Adhya, Manager of Budgets, met with the officials of Theatre Terra Nova on March 17, 1992 to discuss a business plan. On June 2, 1992, a further meeting was held to discuss their business plan, which is now enclosed for your information.

This business plan is not very optimistic. The plan indicates that the regular mortgage payment of \$1,339.00 can resume as of November 1, 1992 provided they are allowed a reduction in the mortgage payment to the amount of \$100.00 per month for 12 months from November 1, 1991 to October 1, 1992, inclusive.

The Committee should also be aware of the property tax situation of Theatre Terra Nova. The property tax outstanding as of June 8, 1992 (after receiving \$1,200.00 payment on that day) is \$7,170.46. They have assured us in their report that they would be able to pay \$550.00 per month for June, July and August, 1992 and \$560.00 per month for September 1992 and for the next 12 months. Based on these assumptions, the property taxes outstanding as of June 1, 1993 would still be in the \$8,600.00 range. The Theatre also has about \$14,000.00 in debts to a number of other individuals.

Theatre Terra Nova was informed that City Council up until now has not authorized a reduction and monthly payments are still \$1,339.00. This means that the organization is in arrears for the difference between the recent \$100.00 payments and the required \$1,339.00 payments as authorized; as well as the interest which has accumulated to date on these outstanding arrears. They were provided with the current status of their loan, secured by a first mortgage, indicating an outstanding balance of \$221,458.44 which includes principal arrears of \$10,922.99 and interest of \$264.45 which has accumulated.

The alternative to this extension would be for the City to require that regular payments be maintained which the business plan indicates could not likely be supported. In such a case, the City may be required to take legal action against the Theatre such as a mortgage foreclosure. Preliminary information from the Property Department would seem to indicate that it is not likely that the property at this time has a sufficient present property value to cover the amount of the mortgage if the property is sold by the City.

1992 July 9

Susan K. Reeder

Finance and Administration Committee - Page 4

BACKGROUND: - continued

Because of the present general economic conditions, the unexpected problems that the Theatre encountered during the first year after the loan, and the specific marketability prospects of the property, I am prepared to recommend a reduction to the mortgage payment to \$100.00 for the specified period. After this time, if mortgage and tax payments to the City are still problematic, the situation can be re-evaluated and reported to the Committee.

c.c. Alderman B. Charters
J.G. Pavelka, Chief Administrative Officer
Mr. D.A. Powers, Manager, Development & Real Estate Services
Mr. M. Watson, Manager, Real Estate Division

Mr. Raymond Gamble, President
Theatre Terra Nova
544-72 James Street North
Hamilton, Ontario
L8R 2K5

Mr. Shawn Selway, Past President
Theatre Terra Nova
444 Mary Street
Hamilton, Ontario
L8L 4W9



Theatre Terra Nova

177 Sherman Avenue North
Hamilton, Ontario L8L 6M8

(416) 544-2733

Mr. Allan C. Ross
Treasurer
City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

June 8, 1992

Dear Mr. Ross:

Attached please find the information requested in your letter of May 21.

These pages differ from the drafts presented at our meeting of June 2 at a number of points. The Operating Budget has been revised as follows: we now include an estimate of theatre rental revenue for the period June-August 1992, as well as an estimate of revenue from a second bingo event for the period June 92 through August 1993. Note that the 'bingo 2' estimate, at \$250 per event, is modest and represents an amount below the current actual income from this source.

The schedule of outstanding debt has been revised to reflect all May payments, including a payment of \$1,200 toward realty tax arrears, which is additional to the regular monthly installment. This follows from our discussion on June 2, and subsequent discussion with Mr. Adhya, from which we have gained a keen appreciation of the impact of penalty and interest on this element of our debt.

Finally, we have included a production budget for a three-show 92-93 season.

Theatre rental estimates reflect the effect of our agreement with an Events Co-Ordinator who has been engaged by the theatre on a straight-commission basis to seek out and administer rentals. Specifically, for the period September 92-August 93, we project monthly theatre rental income of \$1,000, of which the theatre's share is \$500. This amount, less expenses (cleaning supplies, etc.) gives a net estimate of \$400.

During the three months since we last made a representation to the Finance and Administration Committee, the theatre's situation has steadily improved. We continue to pay down our debt, and have reached agreements with all creditors, including the holder of the

TREASURY	
1992 JUN 8	
ROUTE	REC'D
A.C.R.	
I.R.H.	
N.R.A.	
T.W.D.	
T.B.	
G.D.	
A.N.	

second mortgage, who has agreed to an indefinite halving of our monthly payment (i.e. from \$200.00 to \$100.00).

We have negotiated an agreement with an Events Co-ordinator, as mentioned above, and anticipate that theatre rental revenue will develop rapidly over the next few months.

We have continued to make improvements to the building, notably the installation of permanent equipment to replace that part of the lighting grid which we were previously obliged to rent.

Finally, there has been increasing activity in the theatre -- most recently, the Playhouse was the venue for a benefit concert organized on behalf of Foodshare, a local foodbank.

In view of this positive trend, we wish to renew our request for an abatement of the monthly payments on our loan from the City of Hamilton from \$1,339 to \$100, for the period November 1991 - October 1992 inclusive, and propose to pay monthly installments of not less than \$500 on realty taxes.

Sincerely

Raymond Gamble

Raymond Gamble
President

c.c. Mr. N.R. Adhya
Manager of Budgets
City of Hamilton

Mr. B. Charters
Vice-Chairman, Finance and Administration Committee
City of Hamilton

Mr. J. Pavelka
Acting Chief Administrative Officer
City of Hamilton

City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Mrs. Karen Daniels
Hamilton Field Office
Ministry of Culture and Communications
119 King Street West, 8th Fl.
Hamilton, Ontario
L8N 3Z9

1992

		PROJECTED	ACTUALS				
			JAN	FEB	MAR	APR	MAY
REVENUE	BINGO	1,600.00	1,062.71	3,147.92	4,181.80	5,890.99	1,979.76
	APT. RENTAL	840.00	520.00	420.00	420.00	420.00	1,200.00
	THEATRE RENTAL		0.00	0.00	0.00	0.00	60.00
	MEMBERSHIPS	40.00	0.00	10.00	0.00	20.00	0.00
	DONATIONS	100.00	0.00	50.00	0.00	0.00	0.00
	OTHER		0.00	0.00	602.45	0.00	0.00
		<u>2,580.00</u>	<u>1,582.71</u>	<u>3,627.92</u>	<u>5,204.25</u>	<u>6,330.99</u>	<u>3,239.76</u>
		=====	=====	=====	=====	=====	=====
EXPENSES	BANK CHARGES	10.00	10.00	10.00	10.00	10.00	10.00
	HYDRO	100.00	102.12	95.63	91.01	73.62	84.47
	UNION GAS	450.00	450.00	450.00	450.00	450.00	450.00
	TELEPHONE	75.00	113.76	69.79	33.64	33.64	47.66
	BOILER	434.00	434.00	434.00	434.00	434.00	434.00
	INSURANCE	180.00	178.13	178.13	178.13	178.13	178.13
	PROPERTY TAX	550.00		400.01	400.01	600.00	600.00
	WATER BILL				80.00	80.00	80.00
	OFFICE SUPPLIES	50.00	25.69	26.51	43.34	24.04	36.85
	REPAIRS & MAINT	50.00			96.42	0.00	37.12
	BUILDING IMPROVEMENTS						1,393.88
	PROFESSIONAL FEES	70.00		34.51			
	LOAN-1ST MTG.	1,339.00	100.01	100.01	100.01	100.00	100.00
	LOAN -2ND MTG.	206.00	206.38	206.38	206.38	100.00	100.00
	PAYMENT ON CURRENT DEBT					3,929.59	1,316.01
		<u>3,514.00</u>	<u>1,620.09</u>	<u>2,004.97</u>	<u>2,122.94</u>	<u>6,013.02</u>	<u>4,868.12</u>
		=====	=====	=====	=====	=====	=====
SURPLUS/DEFICIT		(934.00)	(37.38)	1,622.95	3,081.31	317.97	(1,628.36)

SCHEDULE I
THEATRE TERRA NOVA
OPERATING BUDGET

	JUNE-AUGUST 1992 (3 months)	SEPT-AUGUST 1993 (12 months)
REVENUE BINGO 1	6,000	25,200
BINGO 2	1,500	6,000
APT. RENTAL	2,520	9,240
THEATRE RENTAL	1,000	4,800
MEMBERSHIPS	120	480
DONATIONS	0	1,200
FUNDRAISING	0	4,000
	-----	-----
	11,140	50,920
	-----	-----
OPERATING EXPENSES		

BANK CHARGES	30	120
HYDRO	300	1,440
UNION GAS	1,350	5,400
TELEPHONE	225	540
BOILER	1,302	5,208
INSURANCE	540	2,400
ADVERTISING AND PROMOTION	300	1,200
OFFICE SUPPLIES	150	600
REPAIRS & MAINT	150	1,440
PROFESSIONAL FEES	210	840
LOAN-1ST MTG.	300	13,590
LOAN -2ND MTG.	300	1,200
	-----	-----
	5,157	33,978
	-----	-----
OUTSTANDING DEBT		

PROPERTY TAX	@ 550 → 1,650	@ 560 → 6,720
OTHER EXISTING DEBT	1,833	8,222
	-----	-----
	3,483	14,942
	-----	-----
PRODUCTION COSTS	2,500	5,500

SURPLUS (DEFICIT)	0	(3,500)
	=====	=====

PRODUCTION BUDGET SUMMARY 1992/93

REVENUE

BOX OFFICE		23,000.00	
FUNDRAISING	EVENT	2,000.00	
	BINGO 2	5,500.00	
SPONSORSHIP		4,000.00	
RENTAL		1,000.00	
PROGRAMME		800.00	
GRANT OAC PROJECT		18,000.00	54,300.00
		-----	-----

EXPENSES

PRE-PRODUCTION COSTS

SALARIES:	
DIRECTOR	7,977.24
EQUITY	10,187.64
NON-EQUITY	1,200.00

S.M.	5,405.04
PROD. MANAGER	750.00
DESIGNER(S)	500.00

TRAVEL	400.00
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TECH:	
SET	1,500.00
PROPS	700.00
COSTUME	1,200.00
LX/SFX	400.00

ADMIN:	0.00
ADV/PROMO	2,600.00
POSTAGE	200.00
TELEPHONE	200.00
PROG/POSTER	1,400.00
TICKETS	180.00

ROYALTIES	2,300.00	
PHOTO/ARCHIVAL	200.00	37,299.92

RUNNING COSTS**SALARIES:**

EQUITY	6,791.76
NON-EQUITY	800.00
S.M.	2,702.52

CLEANING	350.00
SM PETTY CASH	200.00

BOX OFFICE	600.00	11,444.28
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CLOSING COSTS**BENEFITS:**

DIRECTOR	625.89
EQUITY	1,524.06
S.M.	702.63
PROD. MANAGER	750.00

DESIGNER(S)	500.00
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A.S.M. HON.	900.00
OTHER HON.	400.00
G.S.T.	0.00
ROYALTIES	0.00

5,402.58	54,146.78
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SURPLUS/(DEFICIT)

153.22

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THEATRE TERRA NOVA PRODUCTION BUDGET 1992/3

SHOW ONE

REVENUE

BOX OFFICE		6,000.00	
FUNDRAISING	EVENT	2,000.00	
	BINGO 2	2,000.00	
SPONSORSHIP		1,000.00	
RENTAL		1,000.00	
PROGRAMME		200.00	
GRANT OAC PROJECT		0.00	12,200.00

EXPENSES

PRE-PRODUCTION COSTS

SALARIES:

DIRECTOR	2,659.08
EQUITY	2,263.92
NON-EQUITY	600.00
S.M.	1,801.68
PROD. MANAGER	0.00
DESIGNER(S)	0.00

TRAVEL	0.00
--------	------

TECH:

SET	200.00
PROPS	100.00
COSTUME	0.00
LI/SFX	0.00

ADMIN:

ADV/PROMO	800.00
POSTAGE	50.00
TELEPHONE	50.00
PROG/POSTER	400.00
TICKETS	60.00

ROYALTIES	600.00
PHOTO/ARCHIVAL	0.00

9,584.68

RUNNING COSTS

SALARIES:

EQUITY	1,509.28
NON-EQUITY	400.00
S.M.	900.84

CLEANING	50.00
SM PETTY CASH	50.00

BOX OFFICE	200.00	3,110.12
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CLOSING COSTS

BENEFITS:

DIRECTOR	208.63
EQUITY	338.68
S.M.	234.21

PROD. MANAGER

DESIGNER(S)	0.00
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A.S.M. HON.	300.00
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OTHER HON.	0.00
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G.S.T.	0.00
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ROYALTIES	0.00	1,081.52	13,776.32
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SURPLUS/(DEFICIT)

(1,576.32)

THEATRE TERRA NOVA PRODUCTION BUDGET 1992/3

SHOW TWO

REVENUE

BOX OFFICE	7,000.00	
FUNDRAISING	EVENT	0.00
	BINGO 2	1,500.00
SPONSORSHIP		1,000.00
RENTAL		0.00
PROGRAMME		200.00
GRANT OAC PROJECT		8,000.00
		17,700.00

EXPENSES

PRE-PRODUCTION COSTS

SALARIES:

DIRECTOR	2,659.08
EQUITY	3,395.88
NON-EQUITY	0.00
S.M.	1,801.68
PROD. MANAGER	0.00
DESIGNER(S)	0.00

TRAVEL	200.00
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TECH:

SET	300.00
PROPS	100.00
COSTUME	200.00
LX/SFX	100.00

ADMIN:

ADV/PROMO	800.00
POSTAGE	50.00
TELEPHONE	50.00
PROG/POSTER	500.00
TICKETS	60.00

ROYALTIES	700.00
PHOTO/ARCHIVAL	100.00

11,016.64

RUNNING COSTS

SALARIES:

EQUITY	2,263.92
NON-EQUITY	0.00
S.M.	900.84

CLEANING	100.00
SM PETTY CASH	50.00

BOX OFFICE	200.00	3,514.76
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CLOSING COSTS

BENEFITS:

DIRECTOR	208.63
EQUITY	508.02
S.M.	234.21
PROD. MANAGER	0.00

DESIGNER(S)	0.00
-------------	------

A.S.M. HON.	300.00
OTHER HON.	0.00
G.S.T.	0.00
ROYALTIES	0.00

1,250.86	15,782.26
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SURPLUS/(DEFICIT)

1,917.74

THEATRE TERRA NOVA PRODUCTION BUDGET 1992/3

SHOW THREE

REVENUE

BOX OFFICE		10,000.00	
PUNDRAISING	EVENT	0.00	
	BINGO 2	2,000.00	
SPONSORSHIP		2,000.00	
RENTAL		0.00	
PROGRAMME		400.00	
GRANT OAC PROJECT		10,000.00	24,400.00

EXPENSES

PRE-PRODUCTION COSTS

SALARIES:		
DIRECTOR		2,659.08
EQUITY		4,527.84
NON-EQUITY		600.00
S.M.		1,801.68
PROD. MANAGER		750.00
DESIGNER(S)		500.00
TRAVEL		200.00
TECH:		
SET		1,000.00
PROPS		500.00
COSTUME		1,000.00
LX/SPX		300.00
ADMIN:		
ADV/PROMO		1,000.00
POSTAGE		100.00
TELEPHONE		100.00
PROG/POSTER		500.00
TICKETS		60.00
ROYALTIES		1,000.00
PHOTO/ARCHIVAL		100.00

16,698.60

RUNNING COSTS

SALARIES:

EQUITY	3,018.56
NON-EQUITY	400.00
S.M.	900.84

CLEANING	200.00
SM PETTY CASH	100.00

BOX OFFICE	200.00	4,819.40
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CLOSING COSTS

BENEFITS:

DIRECTOR	208.63
EQUITY	677.36
S.M.	234.21
PROD. MANAGER	750.00

DESIGNER(S)	500.00
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A.S.M. HON.	300.00
OTHER HON.	400.00
G.S.T.	0.00
ROYALTIES	0.00

3,070.20	24,588.20
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SURPLUS/(DEFICIT)

(188.20)



CITY COUNCIL
HAMILTON, CANADA

2. (c)
Alderman Vince Agro

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 528-2009 - WARD 2

20 July 1992

Alderman D. Agostino
Ward 5

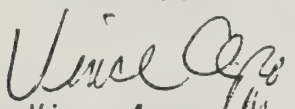
Dear Alderman Agostino:

As per our conversation, I am enclosing copies of correspondence dealing with 240 Quigley Road.

By way of copy of this letter to the Secretary of the Finance and Administration Committee, I am requesting that this be dealt with at the meeting on July 23, 1992.

Thank you for your assistance in this important matter.

Sincerely,


Vince Agro
Alderman, Ward 2

VJA:sn

Encl.

c.c. ✓ Miss C. Coutts, Acting Secretary, Finance & Administration Committee
Mr. Sam Floyd, Effort Trust, 140 King St. E., Hamilton, L8N 1B2

JUN 30 1992

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Alderman V. Agro
Alderman, Ward 2
Aldermen's Office

YOUR FILE:

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee
City Clerk's Department

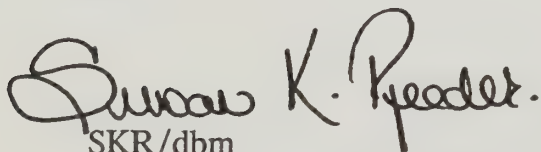
OUR FILE:
PHONE:

SUBJECT: 240 Quigley Road

DATE: 1992 June 30

This will confirm that the above-noted matter which was presented to the 1992 June 25th meeting of the Finance and Administration Committee, was tabled per your request until the 1992 July 23rd meeting.

Would you please advise me if you wish to have this matter placed before the 1992 July 23rd meeting of the Finance and Administration Committee.



SKR/dbm

c.c. - Alderman D. Ross, Chairperson
Finance and Administration Committee
- A. Ross, Treasurer



CITY COUNCIL
HAMILTON, CANADA

Alderman Vince Agro

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 528-2009 - WARD 2

27 May 1992

Mr. Sam Floyd
Effort Trust Co.
140 King Street East
Hamilton, Ontario
L8N 1B2

Dear Sam:

I wish to report that subsequent to the meeting you had with the staff and my secretary, Sandi Newton, please be advised that I am pursuing this matter in the hope that the issue will be brought before the Finance Committee to determine whether we can make application even though the deadline had passed.

I will keep you informed as to the progress of this.

Yours sincerely,

Vince Agro
Alderman, Ward 2

VJA:sn



CITY COUNCIL
HAMILTON, CANADA

Alderman Vince Agro

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 528-2009 - WARD 2

22 May 1992

Ms. Susan Reeder, Secretary
Finance & Administration Committee

RE: 240 QUIGLEY ROAD

Dear Ms. Reeder:

Enclosed is a copy of correspondence dealing with the above matter which is self explanatory.

I am hereby requesting that this matter be placed on the agenda of the next Finance and Administration Committee for discussion and consideration.

Please advise me when this matter will be heard.

Sincerely,

Vince Agro
Alderman, Ward 2

VJA:sn

Encl.

c.c. Mr. Sam Floyd, Effort Trust Co., 140 King St. E., Hamilton, L8N 1B2

Sub 2 - 1882

TREASURY DEPARTMENT

MEMORANDUM

TO: Alderman V. Agro
Alderman, Ward 2
Aldermen's Office

YOUR FILE:

FROM: Mr. T. A. Bradbury
Supervisor - Taxation Department
Treasury Department

OUR FILE:
PHONE: (416) 546-4548

SUBJECT: MEETING MAY 11, 1992
MR. SAM FLOYD
240 QUIGLEY ROAD, UNIT 101

DATE: 1992 May 12

Yesterday afternoon there was a meeting attended by Mr. Floyd, Mr. Carl Charlton, (Assessment Valuation Manager), Ms. Sandi Newton and myself.

Through the course of the meeting Mr. Floyd did acknowledge receiving his 1991 Assessment Notice in December of 1991 on which 1992 taxation is based. He was also aware of the fact that the deadline for appealing the assessment value as indicated on the notice was January 7, 1992.

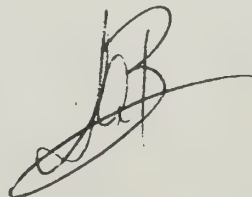
There was some discussion and disagreement between Mr. Floyd and Mr. Charlton with respect to the calculation of the assessed value placed on the units in the complex. The proper avenue for such discrepancies to be dealt with would be through the Assessment Appeal process.

In accordance with the Municipal Act the City is obliged to levy the taxes in amounts dependant on the assessed values supplied by the Assessment Department.

Recognizing that neither the Assessment Department nor the Taxation Department had any legislated avenues to have his problem dealt with, Mr. Floyd claims that the City has in the past given out "tax credits" in similar instances. I have no knowledge of a like arrangement being made under any circumstance. Further, the Tax Department would be dealing in a matter out of its scope of authority and expertise.

Decisions made with respect to granting tax credits in accordance to assessment reductions fall solely under the jurisdiction of the Assessment Review Board.

c.c. Mr. I. R. Hammel, Acting Treasurer
Mr. C. Charlton, Assessment Department



COPY TO MR. FLOYD FROM ALDERMAN VINCE AGRO

TREASURY DEPARTMENT

MEMORANDUM

TO: Alderman V. Agro
Alderman, Ward 2
Aldermen's Office

FROM: Roy Hammel
Acting Treasurer
Treasury Department

SUBJECT: 240 QUIGLEY RD -
YOUR LETTER MARCH 30

YOUR FILE:

OUR FILE:
PHONE: 526-4521

DATE: 1992 April 22

You asked me for a status report on Sam Floyd's Property Tax Assessment at 240 Quigley Rd., Unit 101, Hamilton Condominium Plan #180.

Mr. Floyd's letter appears to be mainly centred on the assessment issue and a dispute with the staff of the Regional Assessment office, for whom we do not, and cannot have, any responsibility. However, I can you this information given to me by our taxation supervisor, Tom Bradbury:

- 1) In 1991 the assessment was split between the base property (land only) and units (supplementary) as they were occupied. The tax responsibility for the year in which the condominium is registered is to be adjusted between the builder and the legal council for the purchaser in accordance with any agreement they may have.
- 2) Assessment appeals and their acceptance is a function of the Assessment Review Board (A.R.B.), **which is a Provincial matter**. One may attempt to write to the A.R.B. for leave to have the appeal for the Condo plan heard for the 1992 tax year, however, after the cutoff date it is rare that the A.R.B. would grant leave to have a current year assessment appeal heard, especially since this applicant admits to receiving an Assessment Notice in December.

Although it is our desire to assist this or any taxpayer, this letter deals with the principles of **assessment** and appears to be a difference of opinion between the assessors and the applicant. I would suggest that Mr. Floyd continue to seek redress through the Assessment function.



c.c. Tom Bradbury,
Supervisor of Taxation

COPY TO MR. FLOYD FROM ALDERMAN VINCE AGRO



CITY COUNCIL
MILTON, CANADA

Alderman Vince Agro

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 528-2009 - WARD 2

30 March 1992

Mr. Roy Hammel
Acting City Treasurer

Dear Mr. Hammel:

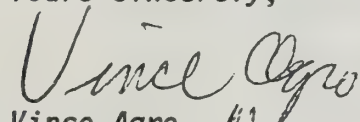
RE: 240 QUIGLEY ROAD - WENTWORTH CONDOMINIUM PLAN

Attached is a copy of a letter I received from Mr. Sam Floyd which is self explanatory.

It would be very much appreciated if you would, on my behalf, look into this matter for the owners of these units as there seems to be a very serious problem here.

I would appreciate receiving a full status report on the situation and thank you in advance for your cooperation.

Yours sincerely,



Vince Agro
Alderman, Ward 2

VJA:sn

Attch.

c.c. Mr. Sam Floyd, Effort Trust Co., 140 King St. E., Hamilton, L8N 1B2
See Attached List of Owners of Units

FEB 26/92

Mr. VINCE AGRO
ALDERMAN WARD TWO
% CITY HALL
71 MAIN ST. WEST
HAMILTON ONT. L8N 3T4.

RE: PROPERTY TAX ASSESSMENT.

Dear VINCE

THE FOLLOWING IS A POINT BY POINT DESCRIPTION OF MY INVOLVEMENT WITH A VERY HIGH TAX ASSESSMENT ON A PROPERTY (NEW) I PURCHASED AT 240 QUEEN ST. UNIT #101 HAMILTON ONTARIO, NOW REGISTERED AS HAMILTON CONDOMINIUM PLAN #180 (AS OF NOV/91).

- I. I MOVED INTO THE UNIT IN MARCH/91, ON A TENTATIVE OFFER TO PURCHASE SUBJECT TO REGISTRATION.
- II. THE DEVELOPER "NESTEX" INFORMED ME THAT THEY HAD THE TAXES ESTIMATED BY THE TAX ASSESSOR AT APPROX. \$1200.⁰⁰ PER MONTH, OR 100⁰⁰ PER MONTH. WHICH I PAID EACH MONTH TO THE DEVELOPER.
- III. I FINALIZED MY TRANSACTION ON DEC 15/91 AND TOOK OWNERSHIP OF MY UNIT. #101
- III. ON DEC 21/91 I RECEIVED A NOTICE OF ASSESSMENT ON MY UNIT OF \$5611.00. WHICH DID NOT BOTHER ME AT THE TIME BECAUSE I HAD NO KNOWLEDGE OF THE MILL RATE OR

1
WITH THE ASSESSMENT WOULD BE IN TAXES.
I HAD ALREADY PAID THE DEVELOPER OVER \$800⁰⁰
AND FELT HE OWED THE STATE 5 MONTHS FOR A TOTAL
OF ABOUT \$1300⁰⁰.

IV ON ABOUT FEB 1/92 I RECEIVED A TAX
BILL FROM THE CITY SHOWING THE 1+2 INSTALLMENTS
FOR 1992 TAXES, AMOUNTING TO \$1,054.00 PLUS
AN AMOUNT OF \$1407.50. I IMMEDIATELY CONTACTED
THE DEVELOPER'S AGENT AND MY LAWYER.

V THE DEVELOPER'S AGENT WAS HAVING DISCUSSION
WITH THE TAX ASSESSORS OFFICE ABOUT THE
TAX ASSESSMENT, BUT HE WAS NOT GETTING ANYWHERE.
FAST. SHE HAD TOLD HIM SHE ARRIVED AT THE
ASSESSMENT BY TAKING A GUESS AT THE MARKET
VALUE, FROM FIGURES SHE HAD SEEN ON SOME
"PROPOSED" SALES FIGURES WHICH WERE DRAMATICALLY
INFLATED, AND THIS GAVE HER A MARKET VALUE
OF \$149,000.00, SHE DID NOT DO ANY COMPARABLES
WHEN I TALKED TO HER (JOCelyn DAY) SHE READILY
ADMITTED THAT SHE KNEW THE ASSESSMENT WAS TOO
HIGH, BUT SHE WAS GOING TO "SEE THAT IT WAS
ADJUSTED FOR 1993". WHEN I SUGGESTED A COMPARABLE
SHE ADMITTED THAT SHE WAS GOING TO USE THAT FOR THE
REQUEST FOR ADJUSTMENT. SHE CLAIMED SHE PUT IN
THE HIGH ASSESSMENT SO SHE COULD "GET THE DEVELOPER
TO BE MORE COOPERATIVE WITH HER."

VI I EXPLAINED THE SITUATION TO HER THAT THE AVERAGE SALE PRICE FOR A UNIT IS \$122,000. AND THAT THIS WOULD PROBABLY GIVE US AN ASSESSMENT OF ABOUT \$4300⁰⁰. SHE READILY AGREED, BUT SAID SHE COULD DO NOTHING ABOUT IT NOW, WE WOULD HAVE TO WAIT TILL NEXT YEAR.

VII I ASKED FOR THE NAME OF HER SUPERIOR AND SHE GAVE ME MR. CARL CHALTON. (WHEN I PHONED HE WAS AWAY ON EXTENSIVE HOLIDAY) SHE THEN GAVE ME THE NAME OF THE COMMISSIONER MR. ROBT. CUSHING. SHE ASKED THAT I NOT PHONE UNTIL SHE HAD TIME TO TALK TO THEM.

VIII ON FEB 24/92 I PHONED AND MR CHALTON WAS AWAY AND I HAD THE GIRL PUT ME THROUGH TO THE COMMISSIONER. I MIGHT AS WELL HAVE SAVED MY BREATH, ALL HE COULD SAY TO MOST EVERYTHING I RELATED TO HIM ABOUT COMPANABLE AND ALLEGATIONS AND HOW IT SHOULD BE ASSESSED WAS "IT IS TOTALLY IRRELEVANT" HE SAID THIS ABOUT FOUR TIMES, AND I FINALLY TOLD HIM OFF AND THAT IT MAY BE IRRELEVANT TO HIM BUT NOT TO THE 16 PEOPLE WHO OWNED THE UNITS, HIS NEXT STATEMENT WAS "WELL LETS PUT IT THIS WAY" - "IT IS TOO LATE TO DO ANYTHING ABOUT IT NOW".

~~IX~~

I TOLD HIM THAT AS FAR AS I WAS CONCERNED IT WAS NOT TOO LATE. I PERSONALLY DID NOT RECEIVE A NOTICE OF ASSESSMENT UNTIL DEC 21/91

AND BECAUSE OF THE HOLIDAYS I WOULD NOT HAVE BEEN ABLE TO HAVE 21 DAYS TO REGISTER MY COMPLAINT BY JAN 7TH. HIS REPLY WAS "TOO BAD BUT IT IS TOO LATE"; "BETTER JUST PAY THE TAX AND FILE FOR CHANGE NEXT YEAR."

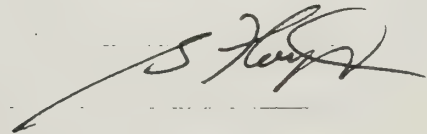
VINCE - I WOULD LIKE TO HAVE SOMEONE LOOK INTO THIS MATTER. THE FIRST OF THE TAXANTS ARE QUITE ALLOWED SO IS THE DEVELOPER, BUT NOBODY CAN GET ANY KIND OF HELP FROM THE SO CALLED 'COMMISSIONER'.

THE ASSESSMENT IS GROSSLY UNFAIR IT WOULD COST EACH OF US ABOUT \$1100⁰⁰ THIS YEAR. YOU MIGHT ASK THE COMMISSIONER IF HE WOULD LIKE TO PAY AN ADDITIONAL 40% ON HIS TAXES FOR 1 YEAR.

HOPE YOU CAN BE OF HELP IN THIS SITUATION AS MOST OF THE OWNERS ARE SENIORS, WITH VERY LITTLE INCOME.

Thanks

Sam Flair



NAAMES:

ASSESSOR	JOCKLYN DAY.	PHONE 521-7469
BOSS.	CARL CHALTON	"
COMMISSIONER	ROBT CUSHING	"

240 QUEENY RD.

~~Very important~~

UNIT

NAME

102

NILSON + STRAHANIK GASPARI

201

AURORA BEIARDI

203

PATRICIA DARVIE

204

ELIZABETH MALEHOW

303

MARY + MICHAEL EVANOFF

304

FRANC + MARISA GRDUN

403

EUGENIA JANKOWSKI

404

J. LINDA FELLIOT

502

GRAEME LYALL

504

FRANK FILIPPONIO

OWNERS OF UNITS

REALTY TAX BILL

HAMILTON BOARD OF EDUCATION HAMILTON-WENTWORTH SEPARATE SCHOOL BOARD

REGION OF HAMILTON-WENTWORTH

CITY OF HAMILTON

E.C. MATTHEWS B.A. C.A. TREASURER

PROPERTY ASSESSED

240 QUIGLEY RD 101
WENTWORTH CONDO PLAN 180

OWNER

05-05340-0553
FLOYD, JOANNA NORMA
240 QUIGLEY ROAD
UNIT 101
HAMILTON, ONTARIO0
10

L8K 5M9

1992 PRELEVY INSTALLMENTS 1 AND 2		
INSTALLMENT 1	DUE DATE FEB 28/92	BILLING NUMBER R03850112
CURR. INSTAL. AMOUNT 527.00	ARREARS 1,407.50	AMOUNT DUE 1,934.50
AGENT	PROPERTY SERIAL NO 05-05340-0553	
DATE OF RECORD FEB 1/92	ASSESSED VALUE 5,611	PREPAYMENT DUE DATE FEB 28/92
INSTALLMENTS 1 AND 2	ARREARS 1,407.50	BILLING NUMBER R03850120
COMB. INSTAL. AMOUNT 1,054.00	DISCOUNT AMOUNT 1.75	PREPAYMENT AMOUNT 2,459.75
REFLECTS DISCOUNT ALLOWED PROVIDING PAYMENT IN FULL IS RECEIVED ON OR BEFORE PREPAYMENT DUE DATE.		

NEXT BILL DATE IS MARCH IF NOT PREPAID.

SEE REVERSE FOR INFORMATION AS TO TELEPHONE ENQUIRIES, METHOD OF PAYMENT, PENALTY, AND INTEREST PROVISIONS.

TAXPAYER'S COPY

REALTY TAX BILLHAMILTON BOARD OF EDUCATION REGION OF HAMILTON-WENTWORTH
HAMILTON-WENTWORTH SEPARATE SCHOOL BOARD CITY OF HAMILTON

NOTES

EACH PRELEVY INSTALLMENT IS AT 94.000 MILLS.

	MILLS	TOTAL
EDUCATION	44.434	47.27%
REGION	24.901	26.49%
CITY	24.665	26.24%
TOTAL	94.000	100.00%

THE CURRENT PENALTY AND INTEREST RATE IS 1.25% PER MONTH OR 15.0% PER ANNUM.

PENALTY WILL BE CHARGED ON UNPAID TAXES LEVIED IN THE CURRENT YEAR, ON THE FIRST DAY OF DEFAULT AND THE FIRST DAY OF EACH MONTH THEREAFTER. SEE REVERSE FOR INTEREST PROVISIONS OR PRIOR YEAR(S) ARREARS.)

REALTY TAX BILLHAMILTON BOARD OF EDUCATION REGION OF HAMILTON-WENTWORTH
HAMILTON-WENTWORTH SEPARATE SCHOOL BOARD CITY OF HAMILTON

FEB 1/92	DATE OF RECORD
05-05340-0553	SERIAL NUMBER
1	INSTALLMENT BILL
FEB 28/92	DUE DATE
R03850112	BILLING NUMBER
1,934.50	AMOUNT DUE
1 AND 2	INSTALLMENTS BILL
FEB 28/92	PREPAYMENT DUE DATE
R03850120	BILLING NUMBER
2,459.75	PREPAYMENT AMOUNT DUE

IF RECEIPT IS REQUIRED, RETURN THIS ENTIRE FORM

PLEASE MAKE CHEQUE(S) PAYABLE TO THE CITY OF HAMILTON AND REMIT WITH STUB TO CITY HALL HAMILTON, ONT. L8N 3T4

Joanna Floyd
101-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Mr. & Mrs. N. Gaspar
102-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Aurora Benardi
201-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Patricia Jarvie
203-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Elizabeth Malchow
204-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Mr. & Mrs. M. Evanoff
303-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Mr. & Mrs. F. Grdun
304-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Eugenia Jankowski
403-240 Quigley Road
Hamilton, Ontario
L8K 5M9

J. Linda Elliot
404-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Braeme Lyall
502-240 Quigley Road
Hamilton, Ontario
L8K 5M9

Frank Filipponio
504-240 Quigley Road
Hamilton, Ontario
L8K 5M9

4.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 17

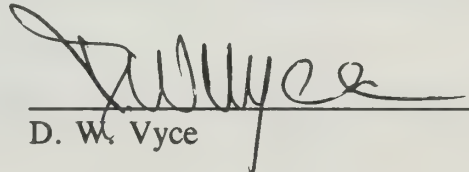
REPORT TO: S. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: City Hall Cafeteria - Asbestos Removal

RECOMMENDATION:

- (a) That approval be given to issue a purchase order for \$24,157., to cover the costs of extra work performed by Power Vac. in connection with the removal of asbestos from the City Hall cafeteria.
- (b) That the cost of undertaking this work be charged to account CF 5255 - 319041007 Asbestos Abatement Programme.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: ~

See above recommendation.

BACKGROUND:

On 25 March 1992, quotations were requested from a number of contractors for a scope of work, as prepared by R.P.R. Consultants, which focused on the removal and encapsulation of friable asbestos materials from areas within the City Hall cafeteria. Power Vac was the lowest of the six quotations received and was issued a purchase order #15173 in the amount of \$10,831. to proceed with the work.

The asbestos abatement project was preparatory to the installation of roof anchors which facilitates the safe cleaning of City Hall windows.

As the project progressed many unforeseen areas of concern arose requiring immediate resolve. For example; once the existing cooking equipment was removed, asbestos materials were found in behind and had to be thoroughly cleaned before the project proceeded.

The original scope of work was expanded on when the installation of roof anchors on the east and west side as well as the elevator penthouse was included. In each case, asbestos needed to be removed.

Once access became available, an inspection of the north roof structure revealed structural conditions somewhat different than available drawings indicated. It was determined additional structural support was required, however, asbestos material had to be removed beforehand.

The drywall ceiling above the food preparation area was originally expected to remain. When it was damaged beyond repair as a result of the removal of the old kitchen exhaust duct, it was removed and had to be treated as contaminated waste.

The above illustrations provide the justification of the additional costs being submitted for approval.

Work has been completed and an invoice received from the contractor. There is, however, a disparity between the invoice submitted by the contractor and the costs as calculated by the Building Operations and Maintenance Division. There is an unresolved difference of \$13,467. Notwithstanding the difference, it was felt that by releasing the \$24,157. this would be a sign of good faith.

ATTACHMENT

c.c: R. Desnoyers, Assistant Manager, Building Operations & Maintenance
c.c: P. Noe Johnson, City Solicitor Attention: P. Hooker
c.c: T. Bradley, Manager of Purchasing
c.c: A. Ross, City Treasurer

(2180)

5.

CORPORATION OF THE CITY OF HAMILTON
MEMORANDUM

TO: Susan K. Reeder, Secretary
Finance and Administration Committee
City Clerk's Department

YOUR FILE:

FROM: J. Thompson, Secretary
Single Tier Bureaucracy
Review Steering Committee
City Clerk's Department

OUR FILE:
PHONE: 546-2747

SUBJECT: Single Tier Administration -
A Discussion Paper.

DATE: 1992 July 10

I am forwarding herewith for your information and attention a copy of a Joint Report dated 1992 July 3, from the Chief Administrative Officers of the Region and the City of Hamilton dealing with the subject matter which was presented to the Single Tier Bureaucracy Review Steering Committee at its meeting held 1992 July 9, for consideration.

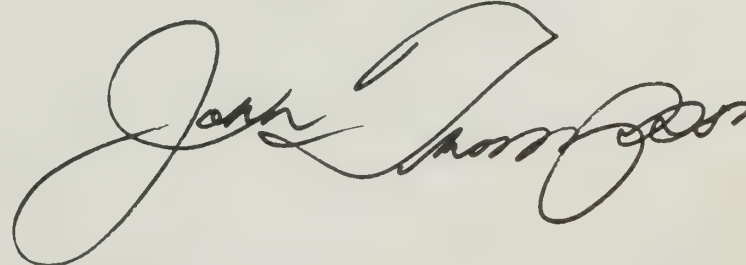
Direction was given that a copy of this Joint Report be forwarded to all the Committees of Regional and City Councils for consideration and comment.

Please ensure that a copy of this memorandum and Discussion Paper is placed on your Committee's Agenda.

All responses should be directed to myself as Secretary of the Steering Committee.

JT/dbm

Attachment.



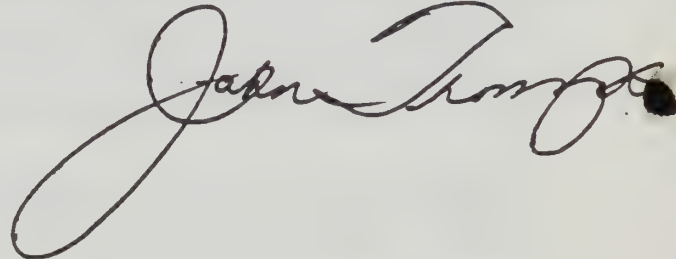
c.c.- Joe Pavelka, Chief Administrative Officer
City of Hamilton
- Wm. McMillan Carson, Chief Administrative Officer
Regional Municipality of Hamilton-Wentworth

CORPORATION OF THE CITY OF H.

MEMORANDUM

TO:	Chairman and Members Single Tier Bureaucracy Review Steering Committee	YOUR FILE:	
FROM:	John Thompson, Secretary Single Tier Bureaucracy Review Steering Committee	OUR FILE: PHONE:	546-2747
SUBJECT:	SINGLE TIER ADMINISTRATION - A DISCUSSION PAPER	DATE:	1992 July 6

Attached is the Joint Report of the Chief Administrative Officers for the Region and City of Hamilton on the subject matter, to be considered by the Steering Committee at its meeting scheduled for Thursday, 1992 July 09 at 2:00 o'clock p.m. in Room 233, City Hall.



att.

July 3, 1992

Councillor Don Ross
Chairman, Single Tier Bureaucracy
Steering Committee

Subject: Single Tier Administration - A Discussion Paper

On February 4, 1992 Regional Council approved the following recommendations:

- "a) That the Region participate with the City of Hamilton in undertaking a review of the rationalization of a Single Tier Bureaucracy;
- b) That this process be directed by a Special Steering Committee comprised of:
 - the Mayor of Hamilton
 - the Regional Chairman
 - the Chairman of the City of Hamilton's Finance and Administration Committee
 - the Chief Administrative Officer of the City of Hamilton
 - the Chief Administrative Officer of the Region

to be chaired by the Chairman of the City of Hamilton's Finance and Administration Committee and report back on what necessary outside resources would be necessary to complete the study;
- c) That the Steering Committee report back by 1992 March 30 with a critical path time frame for the work to be carried out on the review;
- d) That Councillor A. Sloat be appointed as the Regional representative and Councillor D. Granger be appointed as an additional member, to the Steering Committee."

The committee met on February 18, 1992 and asked the CAO's of the Region and City of Hamilton to bring back a preliminary report before the end of March. The presentation of the report was postponed due to the expectation that the Ministry of Municipal Affairs would be presenting its report on Regional Government by mid May. Your committee asked that the following subjects be dealt with in this report:

- Literature Search
- Organizational Structure - City/Region
- Time lines for implementation

- Review of departments presently combined eg. Human Resources & Systems

These and several other topics are addressed below.

Literature Search

A letter was sent to five professors of political science who specialize in municipal government explaining our proposed undertaking and asking them to direct us to examples of where this has previously been tried. Also the Canadian Association of Municipal Managers and the International City Managers Association were contacted. Most of the replies have now been received. Preliminary analysis indicates that there are several examples in the U.S.A. where lower tier municipalities have little or no staff and contract for service with the upper tier. However, further analysis of the suggested literature is necessary in order to reach a conclusion. Also the names of several other authorities were given by our contacts. These have not yet been followed up. If other models are identified, information will be gathered and a report prepared.

Present Organizational Structure

Attached for your information are the organizational charts of the Region and City. For purposes of the present discussion, the actual structure may be ignored. It is important however, to note that there are three classes of departments.

These which are:

- Unitary Departments (City or Region)
- Region and City combined
- Parallel in both City and Region.

Unitary Departments (City and Region)

Table 1 sets out the twenty-three (23) departments which comprise the City and Regional administration according to which corporation they report and whether they are unitary or parallel.

Of the twenty-three (23), ten (10) are unitary, having no parallel. It is therefore simple to bring these into an integrated bureaucracy. All that would be necessary in the first instance is to change the reporting relationship by making all ten (10) report to one CAO.

A specific target of 7% - 10% downsizing should be set early in the process to ensure that all possible reductions in cost are realized in the lower parts of the organization.

Combined Departments

The joint Departments of Human Resources and Information Systems are already combined and require no further change.

Parallel Departments

There are four departments which need to be combined into unitary departments in an integrated administration.

These are:

- CAO
- Legal
- Finance
- Clerk

It would seem fairly straight forward to combine the two CAO offices, the two Finance Departments, and the two Clerk's Departments. Some preliminary investigation would be necessary to ascertain whether or not two separate legal entities like the City and Region could in fact have a shared Legal Department.

Possible Organization Mergers

Table II sets out a number of possible mergers that could be studied to produce an integrated system. These mergers attempt to address the issue of Span of Control. If the span of control (ie. number of people reporting to one position) is too large then the senior position loses control and there is lack of co-ordination and direction. If it is too small then there is waste of effort, duplication and loss of creativity. It is commonly held in managerial literature that the optimum span is seven to nine though in a highly complex organization it may be smaller. An emerging school of thought is however suggesting that it can be widened to possibly ten or twelve or even more. The general rule is that the smaller the span, the tighter the control and the less flexible the decision making. However, the wider the span, the looser the control and the more flexible the decision making which brings with it the possibility of mistakes and error. This, in fact, is the essence of empowerment.

In a public arena like municipal government where mistakes become major headlines, the question to be faced in developing an integrated administration is - How much control and accountability is required? (See article by Grant W. Russell attached).

Time Line for Implementation

Phase I

Once the decision to proceed has been taken by both Councils, it is estimated that twelve to eighteen months would be required to accomplish implementation of Phase I. Table III describes the steps required and the possible sequence to be followed in reaching this objective.

It would be important early in the process to appoint the CAO of the new structure and assign to that person the responsibility for managing the process. The CAO not appointed should be encouraged to remain in place to ensure the continued operation of the old structure until the new reporting relationships have been established.

The new CAO should establish a Staff Working Group to undertake the tasks necessary to accomplish full integration. This group should not include any department head from the parallel departments to ensure that all department heads are given equal opportunity to compete for the new positions. However, once these competitions are complete, the successful candidate could join the group which ultimately would become the new management team.

Phase II

Each department head, new or existing, should be responsible to rationalize the staffing requirements of their department in order to reduce staff. This would be particularly true where melded departments are created and certain positions become redundant. This process would take another year to eighteen months to work itself out. Thus, to complete the process is approximately three years.

Review of Departments Presently Combined

There are two fully combined departments namely Human Resources and Information Systems. These departments provide full service to the Region and the City (Human Resources is on the Regional payroll, while Systems is on the City payroll). There are other departments which are identified as being either City or Regional which sell service to the other corporation.

For example: Traffic Services - City
Planning - Region
etc.

Human Resources and Information Systems are the only two melded departments which exist now. These are "melded" in the sense that they report directly to both City and Regional Councils. They therefore provide a model for all future departments in the new integrated bureaucracy. It is important, therefore, to gather information about their cost and performance. This could be a long and costly task if performance is to be measured objectively, however, if members of the committee are prepared to accept the notion that both departments function relatively well and thus provide sufficient confidence to use them as models for the future then all that remains is to consider cost.

This task is underway in so far as a graduate student from McMaster University is working with a joint Region/City team to estimate the difference in cost between the present melded departments and the cost which would have been incurred if two separate departments had continued with the Region and City. The results of the Human Resources study are expected in June.

Other Issues to be Considered

While the committee at its last meeting did not raise these issues, it would seem wise to place them on the agenda now, if only that they may be dismissed, or where necessary resolved. These issues are:

- Accountability and Control
- Conflict Resolution
- Size of the Bureaucracy
- Which corporate payroll will assume the new bureaucracy
- Parallel committee structure

Accountability and Control

Accountability and control is central to the appropriate functioning of a bureaucracy. As has been said earlier, too much control and the organization becomes unresponsive, too little control and it becomes irresponsible.

Part of the solution may be found in the use of a relatively small group of senior managers reporting to the CAO. Each manager being charged with responsibility for a group of services (departments). An expanded span of control could be achieved by the use of a deputy CAO. This, however, should only be contemplated if it were possible to achieve by a net reduction in staff.

However, who controls the CAO? This is a very important matter since a senior bureaucrat who has full information in the bureaucracy and reports to two Councils is in danger of becoming too powerful.

This difficulty may be avoided by establishing an Administrative Executive. This would be a group comprised of the Mayor of the City of Hamilton and the Regional Chairman along with one City Councillor and one non-City Councillor. This committee would have no legislative responsibility but would be directly responsible for the appointment and supervision of the CAO. As a matter of legislation at both Regional and City Council, the Administrative Executive would be required to conduct a full annual performance appraisal of the CAO and report annually to the Councils. The CAO should be appointed by contract, the renewal of which is dependent upon both Councils annual approval of the performance appraisal as presented by the Administrative Executive.

Conflict Resolution

There will be occasion when the legitimate objectives of the two Councils will come into conflict and where bureaucrats who are loyal to both corporations can not reach a resolution. In the present system, the Regional staff advise Regional Council on how to achieve the best interests of the Region and the City Council is similarly advised by its staff. The decision is then taken politically.

However, in the new system this will become a problem when staff are expected to give advice on matters which could favour one organization over the other. The Administrative Executive may be used to resolve this kind of difficulty. The CAO would be charged with the responsibility of bringing such a situation to the attention of the Administrative Executive who would be informed on both sides of the matter by staff. Then the Administrative Executive would deal with the matter politically at both Councils.

Over time, the matter of conflict may prove to be more a problem in theory than in practice and in which case this responsibility of the Administrative Executive could be terminated.

Size of the Bureaucracy

There is a danger that a large bureaucracy may lose any initial financial savings by relative inefficiencies. This may not be as serious issue as it first appears since much larger municipal bureaucracies exist than the one contemplated here (eg. Toronto, Vancouver, Montreal, Edmonton, Winnipeg, etc.) . These systems work relatively well though they suffer all the problems and inefficiencies of any large bureaucracy.

There appears to be a general rule that the smaller the bureaucracy, the more efficient and responsive it is likely to be. If this is accepted it may be wise to develop a parallel process to the integration of the two bureaucracies which addresses the possibility of reducing the size of both and consequently the size of the new structure. What is being addressed here is not simply the downsizing of the organization. There are limits to how far this can go and the limit may have indeed been reached with the last two years of

budget restraint. To achieve further meaningful reduction it would be necessary to inquire if certain services should not be delivered by a non-government agency. This could include handing over some services to the private sector and some to the voluntary sector. Regional Council is on record as approving the investigation of alternate methods of services delivery.

Which Corporate Payroll will Assume the New Bureaucracy?

This may seem like a trivial matter to raise at this point, but it should be addressed if confusion is to be avoided later. People have a tendency to give their first allegiance to whomever signs their pay cheques. Will they then be City staff or Regional staff? This then raises the further question - Will it be a City bureaucracy selling service to the Region or visa versa?

Information just now becoming available for some of the university contacts suggests that there are municipalities in western United States which have little or no staff. It appears that some towns and cities purchase all of their services from the County.

The Provincial Report on Regional Government

The Provincial Report was expected to have been available by mid-May. Indeed reporting to committee was delayed for that reason. However, it now appears that the Province is unlikely to proceed in any meaningful way. The Minister of Municipal Affairs has indicated that the Legislative Calendar is too full to accommodate any omnibus changes to any of the Regional Acts in the term of this government. He has said, however, that individual adjustments requested by a Region could be considered.

Parallel Committee Structure

At some point in the process the two Councils may wish to consider establishing a Parallel Committee Structure. For example, where there is shared legislative responsibility (eg. Roads Planning, etc.) staff could report to one committee and that committee report to both Councils. A joint Administration and Personnel Committee would seem obvious and could avoid duplication and conflict. (See Table IV)

At some point in the future it might be possible to hold both Councils in the same time period by alternating the person governing the meeting and integrating the agenda.

Possible Cost Savings

It is clear that an integrated bureaucracy will reduce salary costs. In Phase I where the senior management is reduced by four positions the savings is likely to be in the neighbourhood of \$500,000. The major savings would be expected in Phase II where other staff reductions are contemplated.

There would, of course, be front-end expenditures associated with these savings though this will be kept to a minimum by attrition and early retirement.

It is difficult to ascertain the exact size of the total net savings without a detailed analysis. This requires time which would delay the process. However, general estimates will be produced in a future paper.

The Next Steps

This report is presented for information and debate. A further refinement of the report will be prepared on the basis of that debate which will lead ultimately to a proposed structure for presentation to both Regional and City Council. This document should also become the subject of a joint Region/City Management Team meeting.

Start Date

The next report should be ready for approval by both Councils in September 1992.

Bibliography

Members of the Steering Committee may be interested in the following list of background reading material.

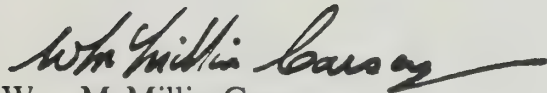
1. Hickey, Paul. Decision Making Process in Ontario Local Government, Toronto: Government of Ontario, Ministry of Treasury, Economics and Intergovernmental Affairs 1973
2. Kernaghan, K & Siegel, D. Public Administration in Canada, Toronto, Methuen 1987
3. Tindal, C.R. & Tindal, Nobes S. Local Government in Canada, 3rd Ed. Toronto: McCraw Hill Ryerson Limited 1990

4. Government of Canada, Public Service 2000: Renewal of the Public Service of Canada, Ottawa: Ministry of Supply and Services Canada 1990

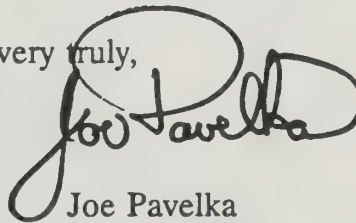
Recommendations

1. That this report be forwarded to all the Committees of both Councils for consideration and comment; and
2. That a further report be produced which reflects the matters raised in the discussion of the Committees; and
3. That this report become the subject of a joint City/Region Management Team meeting; and
4. That a plan for administrative integration be presented to Regional and City Council as soon as possible, but not later than December 31, 1992.

Yours very truly,



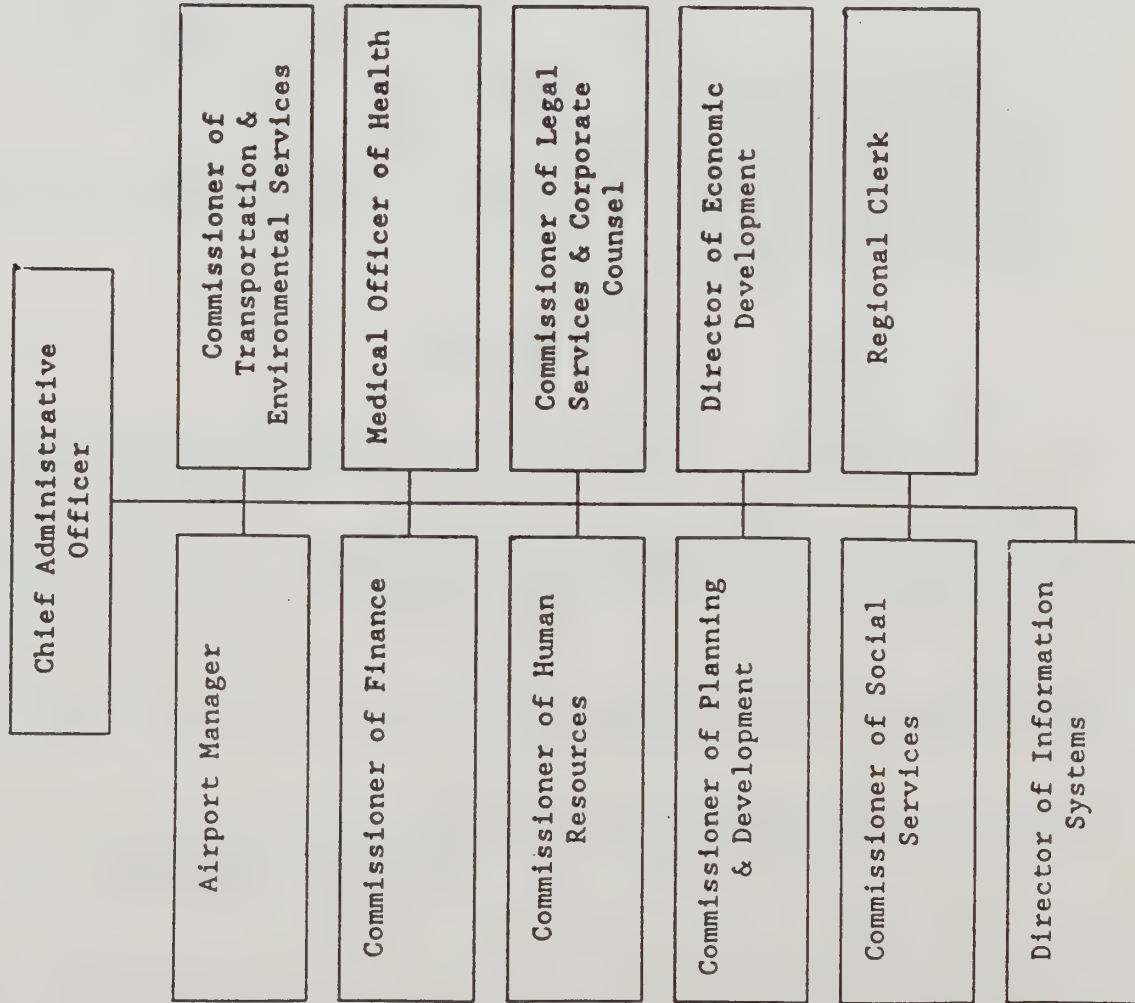
Wm. McMillin Carson
Chief Administrative Officer
Regional Municipality of
Hamilton-Wentworth



Joe Pavelka
Chief Administrative Officer
City of Hamilton

PRESENT ADMINISTRATIVE
STRUCTURE

Administrative Structure
Regional Municipality of
Hamilton-Wentworth



Administrative Structure
City of Hamilton

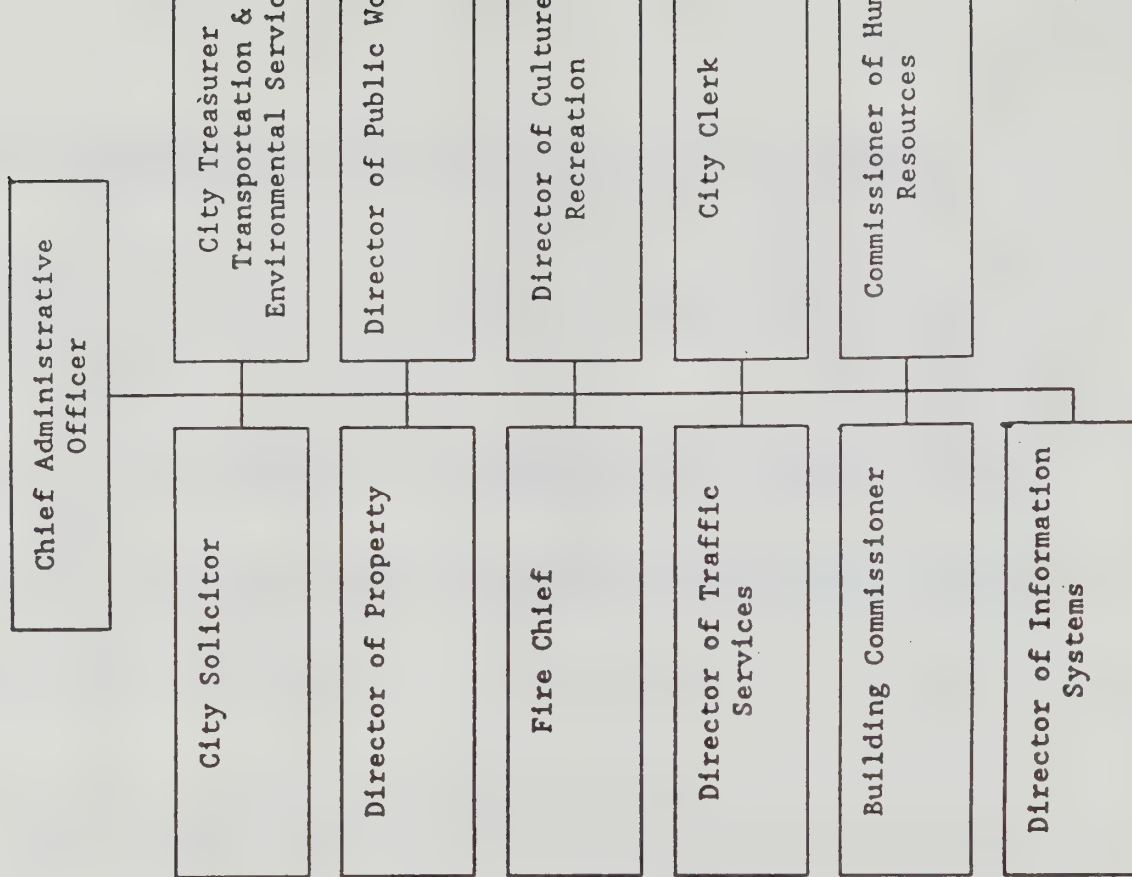


TABLE I

**Regional and City Departments
by
Reporting Relationship**

	Unitary Departments ie. no parallel	Parallel Departments	Combined Departments	Other
Region	Economic Development & Planning Social Services Health Transportation & Environmental Services	CAO Regional Clerk Regional Finance Regional Legal	Human Resources Information Systems	Police Services
City	Public Works Building Department Traffic Services Property Department Fire Department Culture and Recreation	CAO City Clerk Treasury City Solicitor's Office	Human Resources Information Systems	Hamilton Public Library HECFI

POSSIBLE ORGANIZATIONAL MERGERS

Regional CAO and City CAO

Regional Finance and City Treasury

Regional Legal and City Law

Regional Clerks and City Clerks

City Public Works and City Traffic

City Building and City Property

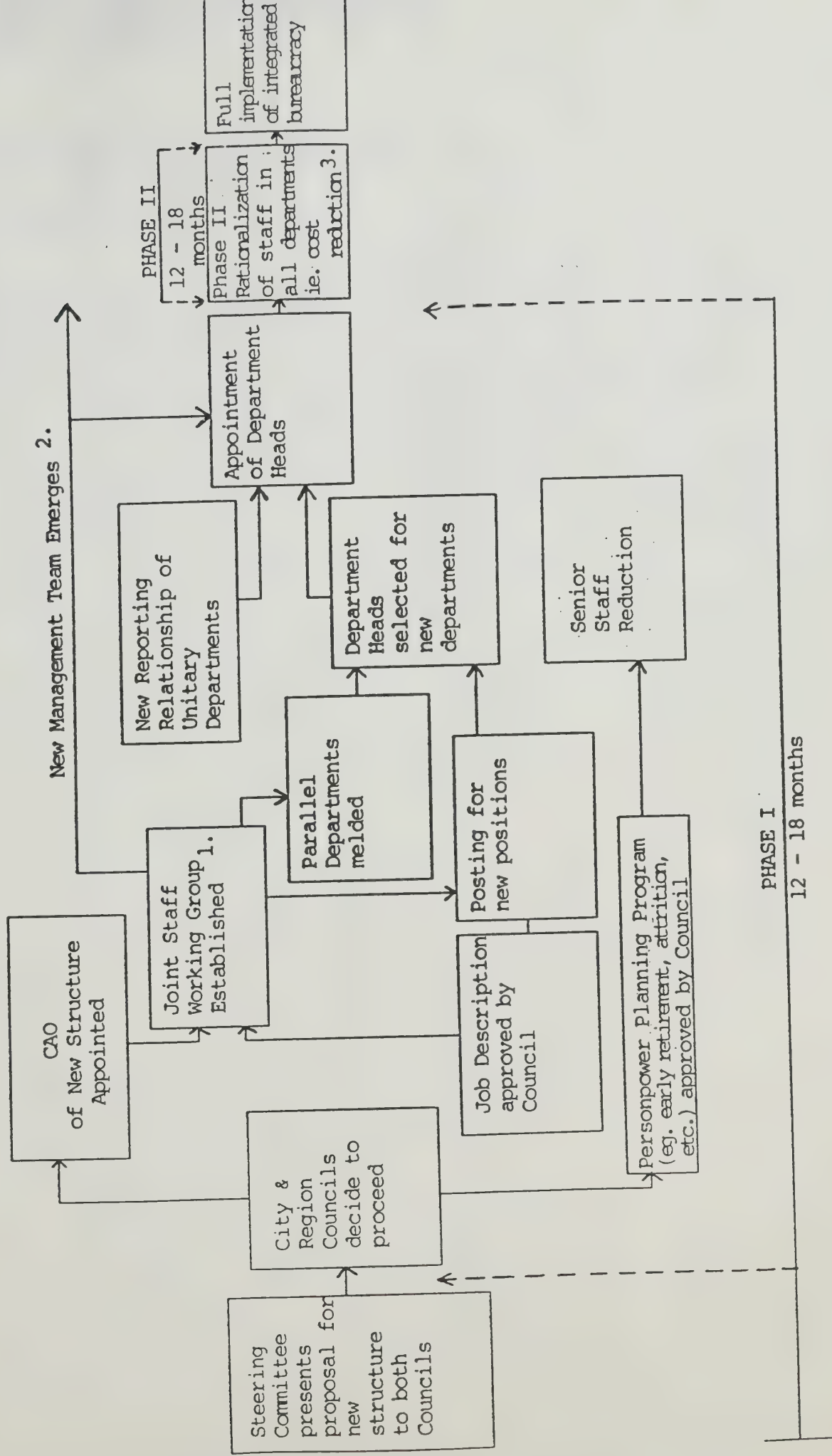
Regional Finance, City Treasury and Information Systems

Library Boards

Culture and Recreation and Fire

Possible Process for Implementation of Integrated Bureaucracy

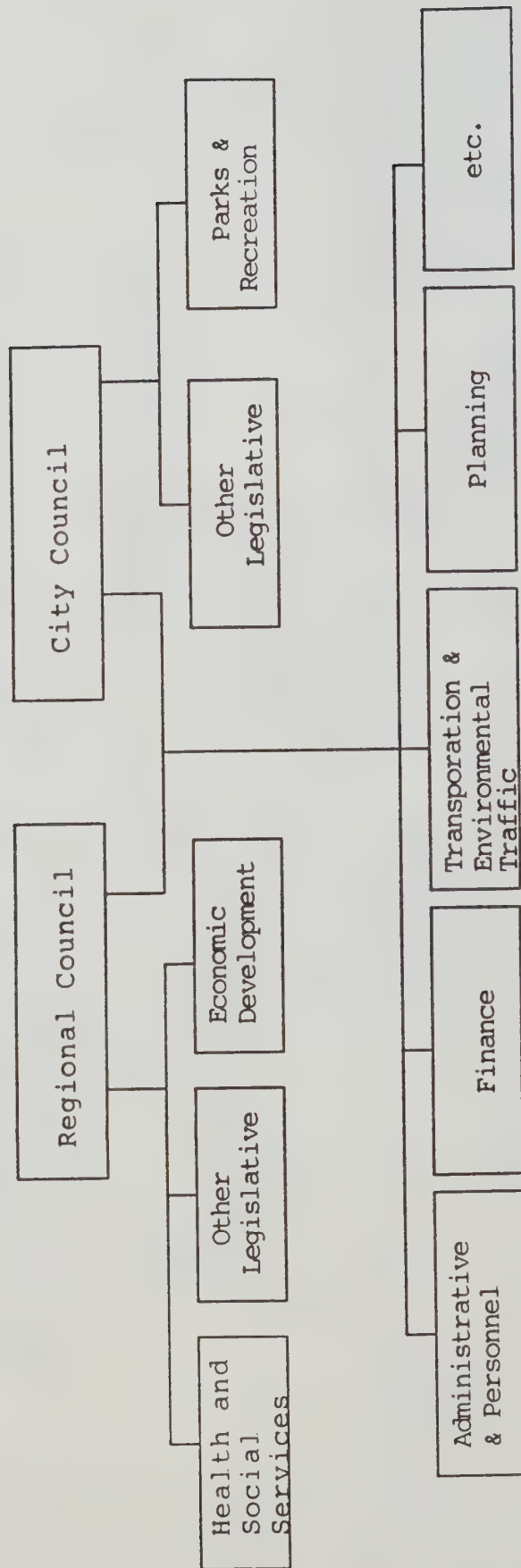
Following Decision to Proceed



1. Department Heads who are not likely to be replaced by the process.
2. As New Department Heads are added, they join the working group.
3. Phase II will address a staff reduction by reorganization of lower levels. This will take approximately 18 months to two years to complete.

TABLE IV

Possible Parallel Committee Structure



How much control and accountability?

As the instructor of a graduate course in controllership, I have to inform my students about the appropriate amount of control that an organization requires. When the discussion turns to total quality management, the questions are raised: "Can TQM apply to control/accountability situations? Can a management control system operate with zero defects?" The students have all been taught Horngren's model of cost/benefit relationship on management control systems — too much control provides too little benefit for the cost incurred. Their perception is that the costs of a tight control system are measured in person-years in the controller's office, in the number of forms that are filled out by operating personnel, and the cost of an internal audit staff. Unfortunately, many organizations utilize reactive control, done on a mechanistic "cybernetic" model, i.e., the model that (1) sets standards (2) measures outcomes (3) compares to standard and (4) takes appropriate corrective action. While an adaptive reaction to change the standard is possible, it is not desired. If the result of the control model is only to change the standard, then there is little benefit in having a control system at all.

The effects of a loose control system are well documented. In the public sector particularly, the politicization of the failures results in an amplification process as each "owner/stakeholder" of the government will be informed by the media. Unfortunately, the control system rarely identifies those positive outcomes that result from good management. Consequently, good government (management) is rewarded rarely, but failures are trumpeted through the media or the reports that go to the board of directors. This asymmetrical outcome leads to a risk adverse management style by government, and tight control mechanisms are highly desired by management. Similarly in

profit-oriented firms, control failures can be magnified by public disclosure to the extent that the firm will institute tight reactive controls.

The effects of too tight a control structure are more subtle. The structure forces conformity to previously identified targets, and ignores any opportunities for management to enhance performance

A tight control structure also implies a very centralized, less flexible decision-making process.

substantially, if these opportunities have not been explicitly identified at the standard-setting time. The opportunity loss will not be identified by the system and, as a result, any determination of opportunities foregone will come from outside. For example, we can examine the organization that allows only cash sales and no credit sales. Clearly, the organization has reduced the possibility of credit failure to zero, and its control system has been very successful; simultaneously it has reduced the profit on otherwise available credit sales to zero.

Trained as management accountants, we value control very highly. As controllers, our objective is the elimination of systems failure and zero defects. The result of this restrictive control is that the organization takes no risks at all. The tight control structure also implies a very centralized, less flexible decision-making system, with significant decisions being

made only at a very high level.

There is now a growing awareness in Canada that our control structures are very tight, and in some cases, too tight. To combat this, many organizations are attempting to push decision-making responsibility down to lower levels of the structure. This empowerment process, inevitably, will lead to some material level of failure. For example, in the federal government, we observe a decision to admit a former foreign minister of another country as a landed immigrant to Canada made not by the minister, but by a manager lower in the civil service hierarchy. The result of this decision was a national discussion of the failure of the system to reflect the wishes of Canadians, and a substantial amount of embarrassment for the government. The natural desire of the government is to reclaim decision making to higher, more secure levels of the hierarchy. Such a decision is, of course, trying to turn the clock back. Rather than build tighter reactionary controls, we must start to develop more proactive control systems — a much more difficult undertaking.

In the proactive control system, we must anticipate as much as possible the changes that we will experience, and to equip managers as much as possible for the flexible decision making that is necessary. As leaders in accountability, we must take a positive stand when failures are discovered. A properly balanced control system will allow failures; we can learn from them. However, where we build a system to preclude active change (with accompanying risks) within the organization, we will inevitably build a control system that leads to an organization that changes slowly. This condition, in a rapidly changing environment, ultimately spells the decline and failure of the enterprise.

Grant W. Russell, MBA, CMA, FCMA, is an associate professor of management accounting at the University of Waterloo. He is a director-at-large for The Society of Management Accountants of Canada.

CITY OF HAMILTON
- RECOMMENDATION -

6a.

DATE: 1992 July 8

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

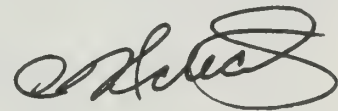
JUL 9 1992

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Authorization to attend a Ministry of Municipal Affairs
Conference.

RECOMMENDATION:

That consideration be given to authorizing a number of City Council members to attend the 1992 South-Central Ontario Municipal Conference: A Training and Developmental Opportunity being hosted by the Ministry of Municipal Affairs at the Royal Connaught Hotel in Hamilton on 1992 October 28th and 29th.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Early registration for this Conference is \$99.99. Sufficient funds are available in the Legislative Travel Account.

BACKGROUND:

Attached herewith is correspondence received from the Ministry which provides a general overview of the Conference schedule.

jk/Attached.



Ministry of
Municipal
Affairs

Ministère des
Affaires
municipales

Field
Management
Branch

Direction
de la gestion
régionale

150 Main Street
3rd Floor
Cambridge, Ontario
N1R 6P9
519/622-1500
Toll Free:
1-800-265-3574

150, rue Main
3^e étage
Cambridge (Ont)
N1R 6P9
519/622-1500
Sans frais
1-800-265-3574

June 29, 1992

*✓ To check
for c.c. + 5 to 10*

DISTRIBUTED FOR INFORMATION
TO MEMBERS OF CITY COUNCIL

His Worship
Mayor Robert Morrow
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

July 6/92
DATE
[Signature]
SIGNATURE

C.C. Sec. Fin & Admin. Com.

Re: South-Central Ontario Municipal Conference:
A Training and Developmental Opportunity

Dear Mayor Morrow:

It is my pleasure to formally invite you to the
1992 South-Central Ontario Municipal Conference: A Training and
Developmental Opportunity which will be held on October 28th and
29th at the Royal Connaught Hotel in Hamilton, Ontario.

This gathering is a unique opportunity to discuss and share
recent initiatives and challenges in the municipal sector. The
location of this conference will enable you to partake in a
variety of activities. Mobile workshops will show municipal
initiatives in action, while a variety of topical seminars will
examine vital issues presently facing municipalities such as:

Conflict of Interest
Fair Tax Commission
Innovative Financing
Community Economic Development
Urban Economic Recovery
Disentanglement

In addition, John Sewell, head of the Commission on Planning and
Development Reform in Ontario, will be on hand to discuss the
Commission to date.

The estimated early registration costs of the conference will be
\$99.99 and will include all conference fees, meals and conference
materials.

CITY OF HAMILTON
- RECOMMENDATION -

6(b)

DATE: 1992 July 16

REPORT TO: Mrs. S. Reeder
Secretary, Finance and Administration

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Flea Markets

RECOMMENDATION:

- 1) That the annual licence fee for Flea Market Owners be reduced to \$400.00;
- 2) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law 79-323 to reflect this change.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Annual Licence Revenue will be reduced from \$4,233.00 to \$1,200.00.

BACKGROUND:

A review of the Flea Market By-law was requested by an owner of a local Flea Market who questioned the necessity of continuing with the By-law.

The current licence fees for Flea Market Owners are:

1-20 stands - \$ 605.00
21-50 stands - \$1,210.00
51 or more - \$1,814.00

The fee for individual Stallholders is \$61.00 yearly. Persons who sell food or second hand goods are licensed separately under other sections of the By-law and do not require Stallholder licences.

The Licensing and Regulation of Flea Markets was established in 1987 following approval of private legislation by the Province of Ontario. The rationale for the licensing of Flea Markets centred on their adverse impact on residential neighbourhoods, parking problems and difficulties with fire access on residential streets near these facilities.

At the same time, a number of local businesses were complaining to the City of Hamilton about unfair competition by transient vendors, who were selling goods at flea markets. These complaints were in regard to the unfair competition, particularly on Sunday, as these vendors were allowed to be open and did not have the same expenses as established businesses.

While some of the stallholders at Flea Markets have established business locations in Hamilton, the majority are non-resident businesses. The Flea Market Owners are being assessed for Business Tax.

In 1989, the sections of the Flea Market By-law which contained references to a radial distance separation of 500 meters to residential districts and parking requirements were repealed. The Zoning By-law was amended to control these matters.

The By-law also requires that a floor plan and parking plan be submitted by the Flea Market Owner to the Building Department. It also restricts the hours of operation of Flea Markets to 10:00 a.m. to 5:00 p.m. daily.

In making a determination as to the validity of continuing to license Flea Markets, contact was made with the Pawn and Second Hand Officer of the Hamilton-Wentworth Regional Police, who is responsible for controlling the activities in Pawn and Second Hand Shops as well as Flea Markets. The requirement of a character check also provides a screening mechanism for the Licensing Committee to better ensure the public's protection from these businesses. He advised that the continuation of the licensing of Flea Markets will assist the Hamilton-Wentworth Regional Police and will provide an established mechanism for the City to better protect its citizens.

We concur that the current licence fee structure for Flea Market Stallholders is not in line with other establishments and a reduction in the Flea Market Owner fee is in order.

6c.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 16

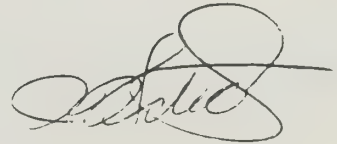
REPORT TO: Mrs. S. Reeder
Secretary, Finance & Administration

FROM: Mr. J. Schatz
City Clerk

SUBJECT: Transient Traders

RECOMMENDATION:

- 1) That the licence fee for each location be \$500.00 for 3 months for Transient Traders;
- 2) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law 79-323 to reflect this change.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Any change in licence revenue would be minimal.

Licence Inspectors will respond to complaints and monitor activities at Easter and Mother's Day.

BACKGROUND:

The City of Hamilton presently permits Transient Traders to operate from more than one location.

The majority of the complaints against transient traders were regarding transient florists and were made by Hamilton Florist Shops. These shops maintained that this type of business practice is unfair and has resulted in the loss of revenue for them. Also, there is no direct control over the transient flower vendors concerning the quality of goods.

In 1992, more than 65 temporary flower locations were open at Easter and Mother's Day. Thirty-three of these locations were operated by three licensed transient vendors who were not on the Assessment Roll for business taxes and the remaining locations were operated by vendors who carry on business in the City of Hamilton.

The Finance and Administration Committee, at its meeting held May 25, 1992, requested the City Solicitor to draft a by-law to ban transient traders from the City of Hamilton. The Law Department has advised us that a municipality can not prohibit transient traders from operating within the municipality.

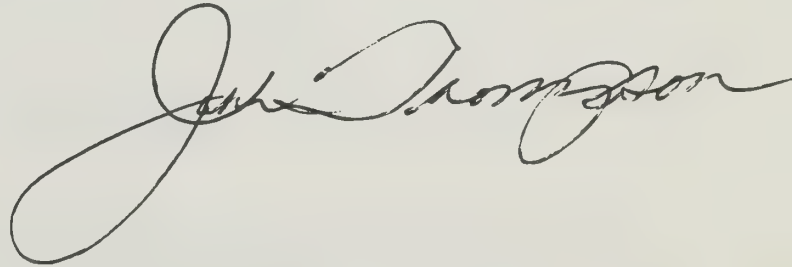
A survey of other municipalities has shown that no one prohibits transient traders. Most municipalities license transient traders and the license fees are basically the same as those of the City of Hamilton, \$500.00 for 3 month. Hamilton's current regulations do not provide for the licensing of each location. However, the following municipalities license each location: Burlington, Ottawa, Niagara Falls, Toronto, Dundas and Stoney Creek.

70

CORPORATION OF THE CITY OF HAMILTON
MEMORANDUM

TO:	Susan Reeder, Secretary Finance and Administration Committee	YOUR FILE:	
FROM:	John Thompson Acting City Clerk	OUR FILE: PHONE:	546-2747
SUBJECT:	RESOLUTION FROM THE CITY OF STONEY CREEK	DATE:	1992 July 3

Please find attached a copy of a resolution from the City of Stoney Creek regarding the playing of the National Anthem "O Canada" at the beginning of each Council meeting, which City Council at its meeting held 1992 June 30 referred to the Finance and Administration Committee.



att.



The City of Stoney Creek

Added
7 (2)

June 22, 1992

Joseph Schatz, Clerk
City of Hamilton
71 Main Street West
Hamilton ON L8N 3T4

ACTION: _____

Re: City of Stoney Creek Resolution No. 13 - 3

Council at its meeting held June 9, 1992, adopted the following resolution regarding the playing of Canada's National Anthem at the beginning of each City of Stoney Creek Council meeting.

Moved by Councillor Conley

Seconded by Councillor Marrone

WHEREAS Stoney Creek is the home of Canada Flag Day, and

WHEREAS Stoney Creek is a proud and patriotic city, and

WHEREAS "O Canada" is our National Anthem, and

WHEREAS it is important to set a positive example in our community;

NOW THEREFORE BE IT RESOLVED:

(That the National Anthem "O Canada" be played at the beginning of each Council meeting in the City of Stoney Creek, and further that this recommendation be circulated to all Regional and City Councils, in the Province of Ontario, with populations over 50,000, in the hope that they will support this motion, or adopt a similar resolution.

Robert Hodyson
MAYOR

It would be appreciated if this resolution could be placed before your Council with a request for support and action by your municipality.

Our Council feels this is one way that loyalty to Canada can be expressed, especially in light of the current unity issue facing Canada, and coinciding with Canada's 125th birthday.

J. A. Brezina, A.M.C.T.
City Clerk

rc

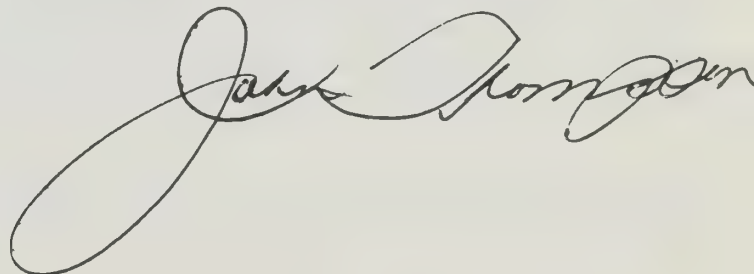
7b

CORPORATION OF THE CITY OF HAMILTON
MEMORANDUM

TO:	Susan K. Reeder, Secretary Finance and Administration Committee	YOUR FILE:	
FROM:	Mr. J. Thompson Acting City Clerk	OUR FILE: PHONE:	546-2747
SUBJECT:	RESOLUTION FROM THE TOWN OF ANCASTER	DATE:	1992 July 3

Please find attached a copy of a resolution from the Town of Ancaster respecting Bell Canada - Regional Long Distance Telephone Charges - Petition for Local Toll Free Calling, which City Council at its meeting held 1992 June 30 referred to the Finance and Administration Committee.

att.





TOWN OF ANCAS

June 25, 1992.

Secretary General,
Canadian Radio-television and
Telecommunications Commission,
OTTAWA, Ontario.
K1A 0N2

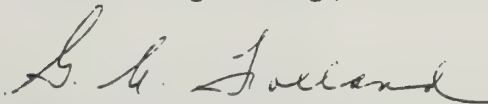
Dear Sir:

**Re: Bell Canada - Regional Long Distance Telephone Charges -
Petition for Local Toll Free Calling**

Attached hereto, is a certified copy of a resolution passed by the Council of the Corporation of the Town of Ancaster at its meeting of June 22, 1992, which petitions the CRTC to grant Bell Canada permission to establish Local Toll Free Calling between all the municipalities and citizens in the Regional Municipality of Hamilton-Wentworth.

It is respectfully requested that your Commission give early consideration to Council's resolution and provide a favourable response.

Yours very truly,


(Mrs.) G. A. Folland, A.M.C.T.,
Acting Town Clerk.
Att.
gf

cc: Mrs. Rejeanne Griffin, Area Manager,
Bell Canada, Hamilton

Councils of the Regional Municipality
of Hamilton-Wentworth and Area
Municipalities

Mr. A. B. Davidson,
Chief Administrative Officer - Ancaster

— A Community since 1793 —

OFFICE OF THE CITY CLERK

REC'D BY:  6/29

REPORT TO: _____

REPORT TO: _____

ACTION: For City Council

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TOWN OF ANCASTER

COUNCIL CHAMBERS

Fourteenth Council Meeting

June 22, 1992.

"Regional Long Distance Telephone Charges -
Petition for Local Toll Free Calling"

Motion No. 3

Moved by Councillor Ferguson
Seconded by Councillor Nelson

WHEREAS Bell Canada provides communication services to the citizens of the Regional Municipality of Hamilton-Wentworth, and

WHEREAS the Canadian Radio-television and Telecommunications Commission regulates the expansion of services by Bell Canada for Local Toll Free Calling, and

WHEREAS the Regional Municipality of Hamilton-Wentworth is a community legally incorporating the local municipalities of Ancaster, Dundas, Flamborough, Glanbrook, Stoney Creek and Hamilton for the purposes of government, and

WHEREAS the local municipalities have a duty to ensure that their citizens are provided the most beneficial and economical services available, and

WHEREAS Bell Canada, through the CRTC, provides communications to the citizens of the local municipalities, and

WHEREAS the citizens of the Region of Hamilton-Wentworth have a need to inter-communicate, and will receive a real benefit by being able to do so between each municipality without the need for Long Distance Charges.

THEREFORE, BE IT RESOLVED:

1. That the Council of the Corporation of the Town of Ancaster petition the CRTC to grant Bell Canada permission to establish Local Toll Free Calling between all the Municipalities and citizens in the Hamilton-Wentworth Region as soon as possible, and Bell Canada be advised of our action in this regard.

continued 2

— A Community since 1793 —

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THE CORPORATION OF THE TOWN OF ANCASTER
COUNCIL CHAMBERS

Fourteenth Council Meeting

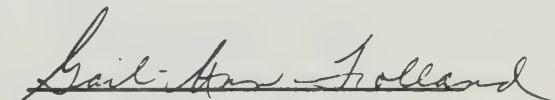
June 22, 1992.

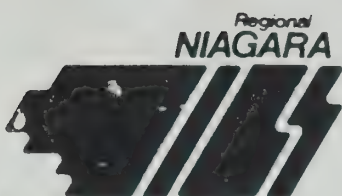
2. That a copy of this resolution be forwarded to the Council of the Regional Municipality of Hamilton-Wentworth and the Councils of the Area Municipalities within the Region, requesting their endorsement.

CARRIED."

ACTING CLERK'S CERTIFICATE

I, Gail-Ann Folland, Acting Clerk of the Corporation of the Town of Ancaster, in the Regional Municipality of Hamilton-Wentworth, do hereby certify that this is a true and correct copy of a resolution passed in Council the 22nd day of June, 1992.


Acting Clerk



OFFICE OF THE CLERK

The Regional Municipality of Niagara
2201 St. David's Road, P.O. Box 1042
Thorold, Ontario L2V 4T7
Telephone: (416) 685-1571

8a.

June 6, 1992

DF92-71
CFS 13-92

OFFICE OF THE CITY CLERK

JUN 15 1992

REC. BY *DS* DATE *6/15*
REF'D. TO *J.D.T.* DATE
REF'D. TO DATE
REF'D. TO DATE

ACTION: *F.Y.A.*

Mr. C. G. Henter
Executive Director, Telecommunications
Canadian Radio-Television &
Telecommunications Commission
Ottawa, Ontario
K1A 0N2

Dear Mr. Henter:

**Bell Canada Proposal to
Increase Local Channel Circuits**

The Council of the Regional Municipality of Niagara, at its meeting of June 4, 1992, approved the following recommendation of the Corporate and Financial Services Committee:

"That the Canadian Radio-Television & Telecommunications Commission (C.R.T.C.), be requested to defer any decision on proposals submitted by Bell Canada for increases in local channel rates until Bell Canada provides full information to municipalities and government agencies serviced by Bell Canada, and these customers are provided an opportunity to appeal the proposed increases."

By copy of this letter, we are requesting that the 12 local area municipalities, the Association of the Municipalities of Ontario and all municipalities throughout the Province with a population in excess of 50,000 convey their support to the C.R.T.C.

A copy of the background report, DF92-71 and a certified copy of Council's resolution is enclosed for your reference.

Yours truly,

Carla Cavasin

Carla Cavasin, MPA
CMO, AMCT, CMMIII
Regional Clerk

CC/gr
encl.

cc: As noted above.

THE REGIONAL MUNICIPALITY OF NIAGARA

Council Session: June 6, 1992

No: 16-92

Moved by Councillor Teal
Seconded by Councillor Saracino

That Report DF92-71, May 27, 1992, respecting Bell Canada Proposal to Increase Local Channel Circuits, be received and accepted.

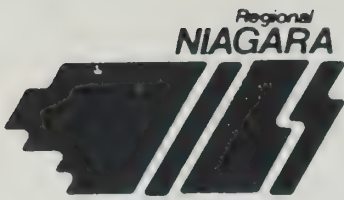
That the Canadian Radio-Television & Telecommunications Commission (C.R.T.C.), be requested to defer any decision on proposals submitted by Bell Canada for increases in local channel rates until Bell Canada provides full information to municipalities and government agencies serviced by Bell Canada, and these customers are provided an opportunity to appeal the proposed increases.

That the resolution of Council be circulated to the 12 local area municipalities in Niagara, the Association of Municipalities of Ontario, and all municipalities throughout the Province with a population in excess of 50,000, with a request that they support the resolution and convey their support to the C.R.T.C.

Carried.

CERTIFIED A TRUE COPY.

CLERK, Regional Municipality of Niagara



DF92-71
May 27, 1992

Report to: Chair & Members of the
Corporate & Financial Services Committee

Re: Bell Canada Proposal to Increase Local Channel
Circuits

Recommendation:

"That the Canadian Radio-Television & Telecommunications Commission (C.R.T.C.), be requested to defer any decision on proposals submitted by Bell Canada for increases in local channel rates until Bell Canada provides full information to municipalities and government agencies serviced by Bell Canada, and these customers are provided an opportunity to appeal the proposed increases."

"That the resolution of Council be circulated to the 12 local area municipalities in Niagara, the Association of Municipalities of Ontario, and all municipalities throughout the Province with a population in excess of 50,000, with a request that they support the resolution and convey their support to the C.R.T.C.."

The Issue:

Current application to the C.R.T.C. by Bell Canada that would increase the cost of Local Channel Service to the Regional Municipality of Niagara by at least 104.7%, \$162,086.00 over a 3 year period.

Early in April 1992, we were notified that Bell Canada had submitted an application to the Canadian Radio-Television & Telecommunications Commission (C.R.T.C.) in March 1992, requesting new rates for local channel service. Their proposal recommends increasing local channel costs over a three year period at an average rate of 20% per year for 1992, 1993, and 1994. A preliminary analysis of the Bell proposal indicates that the actual increase for the Regional Municipality of Niagara would be at least 104.7%.

The Bell Canada application claims that local channel service is heavily subsidized from long distance service revenue and that the local service rates should be increased to compensatory levels.

We are recommending that a Council resolution requesting deferral on any decision regarding local channel rate increases until municipalities have been provided with complete information and given an opportunity to appeal the increases, be forwarded to the C.R.T.C..

This resolution should also be circulated to the 12 local area municipalities, the Association of Municipalities of Ontario and municipalities within the Province of Ontario with a population in excess of 50,000.

2. Data Circuits:

- data circuits between various Regional buildings.
- data circuits between the 9-1-1 Central Answering Bureau and remote dispatch centres.

3. Off Premise Circuits:

- telephones located in remote buildings connected directly to a central system (i.e. Headquarters to the Environmental Centre and Thorold Service Centre).
- telephone circuits between the 9-1-1 Central Answering Bureau and remote dispatch centres.

4. Tie Trunks:

- direct connect trunks linking two telephone systems (i.e. Headquarters to Social Services - Health Services and Police Headquarters).

Meeting with Bell Canada:

On April 30, 1992, a meeting was held with Mr. M. Corlett, Vice President, Business Sales & Service, Bell Canada and a number of support staff.

Bell argue that local channel rates have always been heavily subsidized from other revenue sources such as long distance. They have convinced the C.R.T.C. that local channel services should be self-sustaining, returning a reasonable profit margin. The company claims that current estimates indicate that they require an average increase of 20% in each year over a three year period to raise local channel rates to compensatory levels.

The company had resubmitted to the C.R.T.C., on April 22, 1992, for a rate increase, averaging 10%, to be effective July 1, 1992. In the application, they stated that "the proposed increase for the various rate elements in this application range from 0% to a maximum of 31%."

Actual percentage increase for the various types of local channel service were not available at the meeting. However, Bell staff estimated that the impact on Niagara would be approximately 13.2%, representing a 28% increase for 1992 when compounded on the new rates approved in March 1992.

We requested that the company withdraw the current application until we were provided with specific information and given an opportunity to analyse the impact on budgets. Bell were not prepared to defer their request for new rates and suggested that our course of action should be an appeal to the C.R.T.C..

Page 5
Bell Canada Proposal to
Increase Local Channel Circuits

not have complete information to support an appeal until mid June 1992. Our appeal will be around the following concerns:

-Municipal budgets for the year 1992 are prepared in the last quarter of 1991 and in final approval stage before notification was given of the rate increase in April 1992.

-For 1992 and the foreseeable future, increases of this magnitude place a tremendous burden on municipal budgets.

-Signal and alarm channels are essential to many municipal operations and services.

-At the present time, Bell Canada have a monopoly on local channel service. There is no competition for this service and 104% increase could not be acceptable in a competitive market.

It is very difficult to challenge the magnitude of the proposed increase as Bell Canada claim confidentiality on the calculations submitted to the C.R.T.C.

Our appeal and information on cost reductions will be submitted to Committee & Council when the information is available.

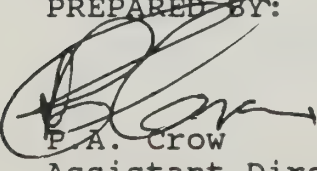
Circulation of Resolution:

We are recommending that the resolution of Council be circulated to the 12 local area municipalities, the Association of Municipalities of Ontario, and all municipalities throughout the Province with a population in excess of 50,000.

In 1990, we successfully appealed a proposed rate increase on 9-1-1 emergency telephone system trunks. The tremendous support from municipalities throughout the Province has a significant impact on the decision of the C.R.T.C..

This increase in local channel rates will affect all municipalities to varying degrees. We are planning a meeting with a number of the larger municipalities to discuss the impact and gain support for an appeal.

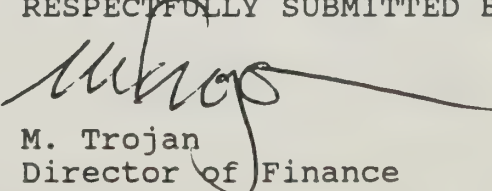
PREPARED BY:


P.A. Crow
Assistant Director
Supply & Services

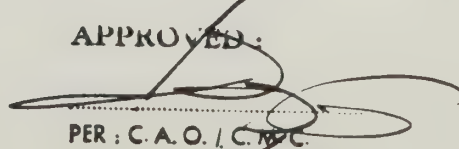
Typed May 13, 1992

/11
attach.

RESPECTFULLY SUBMITTED BY:


M. Trojan
Director of Finance

APPROVED:


PER: C.A.O. / C.M.C.

DATE:  May 1992

Page 2
Proposed Increase -
Local Channel Rates

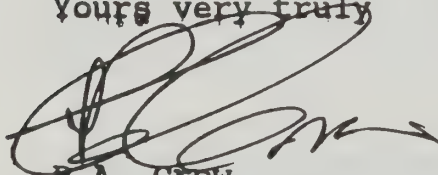
At this time, The Regional Municipality of Niagara, or any other Government agency, cannot accept or absorb such exorbitant increases. All levels of Government are struggling to control budget increases while maintaining reasonable levels of service. This morning, I instructed my staff to reduce Bell Canada costs by \$25,000.00 for 1992. This action is necessary to offset the impact of the March increase in local channels and the proposed July increase. Staff will accomplish this task by inviting competitive proposals for some services, reducing the number of trunk lines at some locations and any other measures that may be necessary. In essence, Bell Canada will not receive any additional revenue from The Regional Municipality of Niagara in 1992 as a result of the increase rate for local channels.

By the end of April 1992, a number of the larger Municipalities and School Boards will be invited to a meeting to discuss this rate situation and plan an appeal to the CRTC. Following this meeting, we will circulate information to all municipalities in the Province of Ontario with a request for their support at the CRTC. Our plan includes scheduling meetings with other telecommunication companies and resellers who will be given an opportunity to submit proposals on local channels on alternative solutions. If these companies require changes in tariff to provide these services, we will request that all Municipal Governments support the applications.

It is unfortunate that these actions are necessary. However, we can no longer afford to accept unreasonable increases delivered in an arrogant manner. If Bell Canada are interested in retaining our business, there must be an immediate improvement in the level of communication and attitude towards customer concerns.

I would appreciate a meeting to discuss this issue at your earliest convenience.

Yours very truly



F.A. Crow
Assistant Director
Supply & Services

/ll

Rate Increases on Local Channels

control budgets while maintaining reasonable levels of service.

At a meeting held on April 30, 1992, we were informed that while the application requests an average increase of 20% per year, the actual increase for Niagara could be greater than 25% per year. We have requested that the company provide details and offer alternative solutions that would reduce the impact on the cost of our local channel network. A major portion of local channel costs are signal channels between pumping stations and processing plants. These are an essential element in providing water and sewage treatment in a municipality and cannot be eliminated.

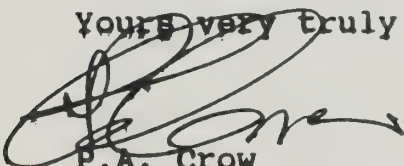
It is our intention to report on this issue to Regional Council and distribute our reports and Council resolution to all municipalities within the Province of Ontario. Meetings will be scheduled to co-ordinate information that would support any appeal and submission to the Commission.

Without the benefit of a comprehensive analysis, it is difficult to define the arguments of an appeal. However, we believe that we can challenge the timing of such an increase, 1992, the severe hardship imposed by implementing this tremendous increase over a short period of 3 years and the magnitude of the increases as proposed.

At the meeting of April 30, 1992, some Bell Canada staff believed that the Commission may consider approval of the July increase without a public hearing. We apologize for any inconvenience we may cause by requesting a public hearing at this late date. However, if Bell Canada had provided notice and information to customers in the fall of 1991, our appeals could have been submitted early in the process.

If it would benefit the Commission, we would be prepared to appear at a hearing to elaborate on our concerns and explain our action plan.

Yours very truly



P.A. Crow
Assistant Director
Supply & Services

c.c, Tannis Yankewicz
Director, General Regulatory Matters
Bell Canada
105 Rue Hotel-De-Ville
Hull, Quebec J8X 4H7

8(a)
(i)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1992 July 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J.G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Bell Canada CRTC Submission to Increase Channel Circuit Rates
(I/S - 92-109)

RECOMMENDATION:

- a) That Council support the resolution of the Regional Municipality of Niagara which requests the Canadian Radio-Television and Telecommunications Commission (CRTC) defer approval of a Bell Canada rate increase for local channel circuits until further information has been provided and provision is made for municipalities to appeal the proposed increases.
- b) That Council's resolution be forwarded to AMO (The Association of Municipalities of Ontario) for their information.


J. G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Regional Municipality of Niagara is opposing increases in Bell Canada local channel rates (see attached) and is seeking the City of Hamilton's support. Local channels relate to special circuits and trunk lines. The free local calling area is not affected by these proposals.

Bell Canada is apparently planning to increase the cost of local channel rates by 20% per year for three years from 1992-1994. Two 10% increases have already been submitted for 1992 to the industry regulator, the Canadian Radio-Television and Communications Commission (CRTC); one increase took affect in March and the second is planned for July.

Bell Canada's stated justification is to establish local channel rates independent of other services in order to eliminate cross-subsidization.

We were made aware of the March increase, only after it was approved by the CRTC. Also, the 1992 July 6 deadline for opposing the July increase has passed. However, the Region of Niagara has written to the CRTC in time to oppose and possibly delay the July decision until others have had an opportunity to respond. Hence, the City could yet influence the decision on the second 1992 increase and could certainly influence future planned increases.

The information needed to assess the impacts of these proposed increases is not readily available. However, the provisional estimated annual impact based on just 1992 increases, excluding the Hamilton Public Library, is \$10,000.00; approximately \$5,000.00 for each of the two 1992 CRTC filings. The most heavily impacted department is Fire which accounts for 50% of this total.

As the impact of these proposed increases could be substantial, I would recommend that the Niagara resolution be supported.

c.c. Chief G. Baker, Fire Chief



The Corporation
Of The Town Of
Capreol

9 MORIN STREET, P.O. BOX 700
CAPREOL, ONTARIO P0M 1H0
TEL. (705) 858-1212
FAX: (705) 858-1085

OFFICE OF THE CITY CLERK

JUL 08 1992

REC. BY *[initials]* DATE 7/8 JUL '92

REF'D. TO J.D.T. DATE

REF'D. TO DATE

REF'D. TO DATE

ACTION: E.T.A.

8(b)

clerk

X 0

June 10th, 1992

Your Worship:

The tragic murder of Nina de Villiers on August 9th, 1991 and Karen Marquis, daughter-in-law to a well known Capreol family, the recent murder of Kristin French, again a sister to one of our residents, followed by the murder of nine year old Rosalyn Dupuis, a young neighbour to the town of Capreol, led to an out pouring of emotion from friends and strangers alike in the surrounding municipalities.

To this end the Council of Capreol felt the need to petition for legislative change.

Please find attached a certified copy of a Resolution of the Corporation of the Town of Capreol, passed at a meeting held May 25th, 1992 regarding the present Criminal Justice System in Canada

Thank you for your consideration of this matter. Please notify A.M.O. of your council support.

Yours truly,

[Signature of Frank Mazucca]

Frank Mazucca
Mayor
Town of Capreol

Enclosures



The Corporation of the Town of Capreol

May 25, 1992 Motion No. 92-121

Moved by:

Faye Williams

Seconded by:

Jim Thorpe

"WHEREAS a number of innocent citizens in this country lose their lives every year at the hands of violent criminals while out on bail;

AND WHEREAS the present criminal justice system in Canada does not provide for sufficient safeguards and restrictions on the conditional release of criminals on bail;

BE IT THEREFORE resolved that the Municipal Council of the Town of Capreol hereby petitions the Parliament of Canada to recognize that crimes of violence against a person are serious and abhorrent to society and to amend the Criminal Code of Canada, the Bail Reform Act and the Parole Act accordingly to ensure that no criminals are released without bail hearings presided over by judges and in such a manner and under such conditions to ensure the public's safety.

FURTHERMORE that this resolution be submitted to the local Member of Parliament and to all municipalities in Ontario for support."

I HEREBY CERTIFY THAT
THIS IS A TRUE COPY OF

Resolution 92-121

DATE

May 25/92

[Signature]
Clerk

[Signature]
Clerk

Town of Capreol

9.

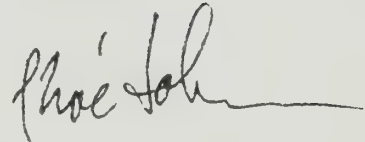
CITY OF HAMILTON
- INFORMATION -

DATE: 1992 July 14

JUL 15 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor



SUBJECT: Tender: Data Centre Renovations
Bid Bond: Finspan Construction Limited

BACKGROUND: Council at its regular meeting June 30, 1992 authorized the acceptance of the bid by Memphis-Kendall Builders Inc. Council also accepted the withdrawal of the bid submitted by Finspan Construction Limited and referred the question of the City's use or claim to the Bid Bond of Finspan Construction to the City Solicitor for report.

DISCUSSION: Tenders for this project were opened June 8, 1992. Finspan Construction of Mississauga was the low bidder. The Company made a formal request in writing to the City Clerk to withdraw their bid because of an error on their part. They advised that their bid did not contain the electrical price component. This omission resulted in a \$85,600 error in their bid as submitted. While there is some doubt with respect to the obvious nature of the omission, the staff team recommended to Committee and Council that the withdrawal of the bid of Finspan Construction be accepted and the next low bid be accepted.

Each case must be reviewed on an ad hoc basis to manage the City's risk. The bid bond secured was in the amount of \$12,900 (or 5% of the bid) and had the City chosen to accept the Finspan Construction Bid, it would have been insufficient in the present scenario to cover potential damages to the City. The discrepancy between the Finspan bid and the accepted bid was 25% of the total project. Therefore, approval of the withdrawal of the Finspan Bid was deemed in the best interest of the corporation in light of the time factor (this project had to be re-tendered initially) and the confidence that the bid accepted reflected the most realistic offer, resulting in the best service to the City.

The Purchasing Division will monitor any future bids of the Finspan Construction Limited Company to ensure the tender process is not adversely affected.

cc: Mr. T. Bradley, Purchasing Division

CITY OF HAMILTON
- RECOMMENDATION -

10a.

DATE: 1992 July 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

JUL 16 1992

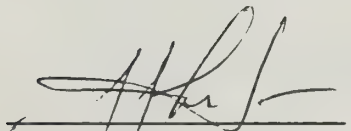
FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Staffing Classification - City Clerk's Office (C-019-092)

RECOMMENDATION:

That the salary classification for the following non-union position in the City Clerk's Office be approved in accordance with the recommendation made by City Core Group.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Chief Licence Inspector	Supervisor of Licence Inspectors; Co-ordination and direction of enforcement of licence by-laws; Prepare and conduct show cause hearings for the Licence Division.	L	\$43,484.48 - \$51,205.44


J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact of this classification is being met through the Department's general operating budget.

BACKGROUND:

The comprehensive audit report on the Licence Division, the Downsizing process and the Long Term Continuous Improvement process have resulted in the restructuring of this Division.

Finding #2 of the Audit Report recommended that the Law Department no longer provide legal advice to the Licence Division on matters where a dispute between the Licence Division Manager and the Licence Applicant for the issue or renewal of a licence is likely to result in a hearing before the Licensing Committee. The job description of the Chief Licence Inspector was changed to include additional responsibility for the preparation and presentation of all show cause hearings before the Licensing Committee.

The Audit Report also addressed the need for increased training for the Licence Inspector, a responsibility that has been assigned to the Chief Licence Inspector.

Through the downsizing process (retirement of the previous Chief Licence Inspector), the complement of Licence Inspectors will be reduced by one, subsequent to the filling of the current vacancy in the Chief Licence Inspector position.

10b.

CITY OF HAMILTON
- RECOMMENDATION -

JUL 1 6 1992

DATE: 1992 June 22

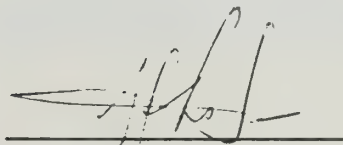
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Hamilton Board of Education - Co-operative Education
Programme (C-037-092)

RECOMMENDATION:

That the City of Hamilton enter into a co-operative education programme with the Board of Education (Parkview Secondary School) to designate the City of Hamilton as a Training Station and that the Chief Administrative Officer execute the agreement in a form satisfactory to the City Solicitor.



J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Organizations that become Training Stations under this programme are asked to pay a \$5.00/day honorarium toward expenses of the student. The cost per student for one year (September to June) would be \$1,100.00 and the number of students placed would be limited by funding available within the Departments. The honorarium may be waived if it will facilitate the placement of students. Work performed beyond the normal co-op hours should be provided a wage.

The students do not become employees of the Corporation, nor may they jeopardize the job security of any employee of the Corporation. CUPE Local 5 has been informed of this initiative.

The Union's response has been attached for your information.

Safety equipment is provided by the School and their Worker's Compensation coverage is provided by the Ministry of Education. The Board of Education carries accident and liability insurance for other aspects of the programme.

Prohibiting the students from driving City vehicles will avoid extra insurance costs.

The programme has been vetted by the Law Department.

BACKGROUND:

Parkview Secondary School has invited the City of Hamilton to become a Training Station, specifically the Public Works Department, for its students. The objective of the programme is to prepare students for meaningful employment by teaching them appropriate practical skills through a combined effort of the School and businesses in the community. The 1991-1992 school year saw over 100 students participate in the programme.

The programme requires a student, during a semester, to spend half the day at school taking related courses and the balance of the day at a business - called a Training Station - under the supervision of an individual from whom the student will gain practical work skills. Students may be placed for either or both school semesters (September to February, February to June). Placements are subject to a successful interview and a teacher monitor makes regular visits to review the progress of the student. Parkview is interested in placing students in the Parks Division of Public Works; Public Works is willing to accept the students.

Attach.

JUL - 9 1992



Canadian Union of Public Employees - Syndicat Canadien de la Fonction Publique

LOCAL FIVE

231 Bay Street North, Hamilton, Ont. L8R 2R1

Telephone: 416-527-3391
Fax: 416-527-6217

President

Sid Gratton

Secretary

Ed Thomas

July 7, 1992

Mrs. E. Bourns,
Manager, Wage and Salary Administration,
25 Main Street West, 19th Floor,
Box 40, Stn. A,
Hamilton, Ontario.

Dear Mrs. Bourns:

In reference to your letter dated June 9, 1992 concerning Parkview
Secondary School Co-Op Placement, the Union agrees to the contents
of the letter as long as the attached O.F.L. Guidelines are followed.

Yours truly,

E. Thomas

Ed Thomas,
Recording-Secretary.

ET:sc

Encl.

OFL Co-op Education Policy for Secondary Schools

There is little doubt that co-op programs, properly administered, fit closely with the Federation's view of life-long learning and the importance of integrating academic education with some understanding of the real world of work -- provided that work experience is an enhancement, not a replacement, of the academic program.

In the context of the Federation's more activist stance on education, the large number of students entering co-op programs, and the fact that most of these students will be prospective or actual union members following the completion of their education, we felt it important to set out guidelines on co-op education. These allow us to encourage the entry of students into unionized workplaces. Indeed, wherever appropriate, we will press employers to allow for the participation of co-op students as long as the following conditions are met.

The purpose of the following set of provisions is to ensure that students are introduced to the full range of workplace issues, rather than just those deemed important by the employer. The provisions ensure that student placements are for training and educational purposes and will help provide a balanced and meaningful program.

As the basis for the participation in a co-op placement by labour, **the following conditions must all be met:**

1. The placement must be of educational value to the student.

2. No student should be paid while on a co-op placement. The only exception to this rule will be payment for out-of-pocket expenses directly incurred by the student.

3. The employer must satisfy the union that no co-op placement in any way replaces a member of the bargaining unit, whether currently working or laid off.

4. All placements must provide at least 20 percent of the total placement time to be spent with local union representatives. During this time, students will be given the opportunity to learn about the work of the union, the role of elected union officers, and the job of the union steward. At least five hours of the time with the local union, must be spent with union health and safety representatives.

5. The student's "Training Station Supervisor", required by the Ministry of Education, must be a member of the bargaining unit. This person must be selected jointly by the co-op education teacher who is responsible for the student's program, management and the union.

6. The student's "Training Station Supervisor" must be entitled to such time from his/her work as is necessary to carry out his/her duties and the time so spent shall be deemed to be work time for which he/she shall be paid by the employer at his regular or premium pay as may be proper.

February 1988

Co-op Placement Time With The Union

by Jim Turk, Director of Education, OFL/FTO

(In the Spring '88 issue of the OCEA Newsletter page 5, we published the OFL Co-op Ed. Policy for Secondary Schools. A French translation appeared in the Winter '89 issue, page 11. Condition #4 reads: "All placements must provide at least 20% of the total placement time to be spent with local union representatives." The following article deals with this condition.)

In any unionized workplace, the local union plays a key role. Understanding that workplace means understanding what the union does.

To facilitate this, the Ontario Federation of Labour has suggested that 20 percent of the placement time in a unionized workplace be spent with the local union. There are numerous aspects of local union activity. The following is a partial list of some of the ways a co-op student could usefully spend time learning about the workplace and the union's role within that workplace.

- Spend several hours with a union health and safety representative to learn how the union attempts to bring about health and safety in the workplace.
- Attend a meeting of the joint health committee to learn what that committee does in practice.
- Accompany a union health and safety representative during an accident investigation.
- Attend a health and safety educational workshop put on by the union.
- Meet with a shop steward to learn the role of the steward in that workplace on a day-to-day basis.
- Meet with the chief steward to get an overview of the grievance procedure within that workplace.
- Attend a grievance hearing to observe the process of dispute resolution.
- Attend an arbitration case to learn about the arbitration process.
- Meet with the local president, shop chairperson or head of the negotiating committee to learn about the process of collective bargaining as it is carried on in that workplace.
- Attend a local union meeting to observe the process of setting demands for collective bargaining.
- Attend a meeting which considers ratification of a collective agreement.
- Meet with the local union president or his/her designate to discuss whether there have been strikes in that

workplace, why workers would go on strike, why workers set up picket lines during a strike and what are the alternatives to strikes.

- Meet with the person who handles workers' compensation cases for the local union to learn both how workers' compensation works in practice in Ontario and what role the union plays on behalf of workers applying for workers' compensation.
- Accompany the union's workers' compensation representative when he/she meets with the compensation board about a case from the student's workplace.
- Meet with the appropriate local union representative to learn what orientation new workers are given to the workplace and to the union.
- Meet with the appropriate local union representative to learn about the operation of the seniority system and how it operates with regard to layoffs, recall and opportunities to move to different jobs within the workplace.
- Meet with a union educational representative to learn what educational programs the union makes available for workers.
- Attend one session of an educational program.
- Meet with a union representative to discuss what the union does to promote human rights within the workplace and to oppose discrimination on the basis of gender, race, religion, ethnicity or any other basis.
- Meet with the appropriate local union representative to discuss how the union is attempting to secure pay equity.
- Meet with the local union president to get an overview of the operations of the local union within that workplace.
- Attend a meeting of the local union's executive board to see what it does in practice.
- Attend a general membership meeting of the local union to get a first-hand view of how membership meetings work.

- Meet with the appropriate union representative to learn about the local union's relationship with its own national or international union, with the local labour council, with the Ontario Federation of Labour and with the Canadian Labour Congress. In that meeting discuss how the labour movement makes its policies. Also discuss what have been the major policy concerns of the members of that local union.

The above list is suggestive of the range of activities that may be pursued during the 20 percent of time the student spends with the union. Not all of these activities will

necessarily be possible to pursue during a student's placement. Which ones are possible and appropriate will depend on the nature of the workplace, the nature of the union, the particular timing of the student's placement and a variety of other factors. There may well be other appropriate union activities not on the above list. It is important in arranging the placement that the teacher talk with the local union leadership about the importance of the time with the union and which activities it feels would be appropriate and practical to arrange during the placement of the student.

CITY OF HAMILTON
- RECOMMENDATION -

10c.

DATE: 1992 July 13

REPORT TO: Ms. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

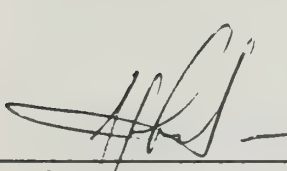
JUL 14 1992

SUBJECT: Salary Classification - Manager of Administration
Traffic Department (C-039-092)

RECOMMENDATION:

That the following salary classification be approved:

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Manager of Administration (formerly Office Manager II)	Manage and co-ordinate the provision of administrative services for the Traffic Department.	K	\$47,412.56 - \$55,811.08 per annum



J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The salary for this position will be met by the current operating budget of the Traffic Department. There will be no change in current staff complement.

BACKGROUND:

The Traffic Department has recently undergone a number of organizational changes. Namely, the assumption of responsibility for the administration of the School Crossing Guard Program, the court prosecution of parking changes relative to other municipalities and the design and installation of signs and markings for these municipalities. These organizational changes have also altered the responsibilities of the Manager of Administration position. The size, complexity and scope of the operating budget, the accounting system, and the payroll and personnel administration functions have increased substantially. The Traffic

Department has forwarded the position to the Human Resources for salary classification and the subsequent approval of the Finance and Administration Committee.

11.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 2

REPORT TO: Ms S. K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. Johnston
Commissioner, Human Resources

JUL 1 1992

Ms. P. Noé Johnson
City Solicitor

SUBJECT: Re-Organization - Law Department (C-040-092)

RECOMMENDATION:

- That the Law Department be restructured along the lines recommended by the Comprehensive Audit Report to reflect well-defined areas of service delivery, replacing the present extended structure.
- That the new organizational structure include the following staffing adjustments:

<u>Position Title</u>	<u>Increase</u>	<u>Decrease</u>
Legal Assistant		1
Administrative Assistant		1
Stenographer I		1
Paralegal/Prosecutor	2	
Administrative Co-ordinator	1	

Net change in staff complement - Nil

- That the two new positions be classified in the following manner as recommended by Core Group:

<u>Title</u>	<u>Purpose</u>	<u>Salary Schedule</u>
Paralegal/Prosecutor	To conduct title searches, handle first appearances, guilty pleas and trials in Provincial Offences Court.	"N" \$37,794 - \$44,568

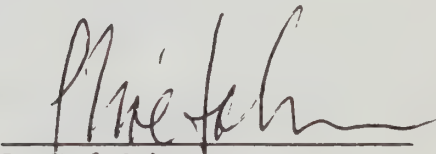
...2...

<u>Title</u>	<u>Purpose</u>	<u>Salary Schedule</u>
Administrative Co-ordinator	Manage and co-ordinate administrative services in the Law Department, including budget control, staff supervision and training.	"M" \$40,640 - \$47,819

- That the following title changes, resulting from the reorganization, be approved:

<u>From</u>	<u>To</u>
Manager of Legal Services	Senior Solicitor
Manager of Property Law	Senior Solicitor


J. Johnston


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact ensuing from the restructuring will be assimilated by both existing budget allocations and the anticipated savings arising from the transfer of routine and less complex work from the lawyers to the Paralegal/Prosecutors and Law Clerk/Title Searchers.

BACKGROUND:

In June 1991, Price Waterhouse submitted its Report on a Comprehensive Audit of the Law Department.

This Report was forwarded to the Comprehensive Audit Committee on August 9, 1991 and subsequently received Council approval on October 29, 1991.

In general, the Report was favourable in its findings, however, certain recommendations emerged governing divisional and personnel restructuring.

BACKGROUND: (cont'd)

It was recommended that provision of legal services to the Corporation would benefit significantly from a more compact organizational structure. This recommendation will be achieved through the proposed implementation of two legal services divisions with the associated staffing realignments. It is proposed that legal services will regroup under two categories as follows - Corporate and Litigation Services and Real Estate Services. Each Division will be headed by a Senior Solicitor who, in addition to carrying their standard case-loads, will act as mentors to junior staff by providing them with the benefit of their experience and expertise.

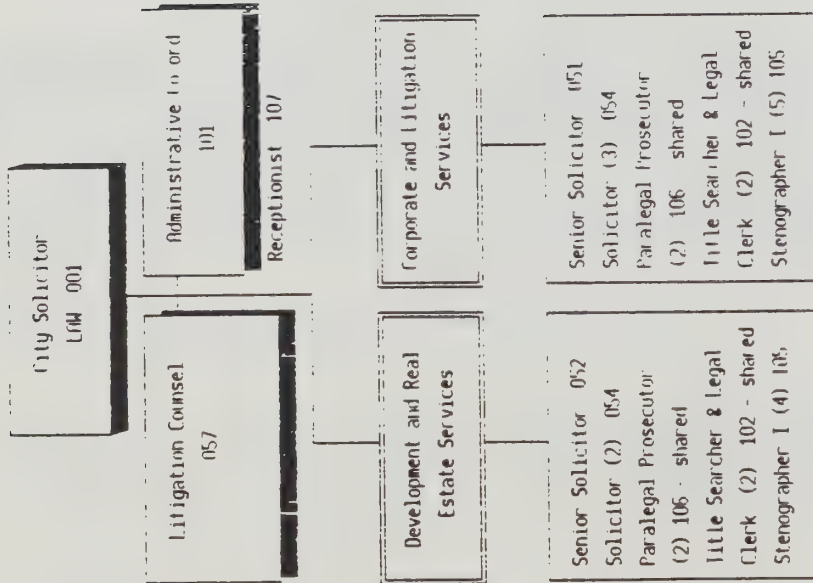
There will be an Administrative Division incorporating the Litigation Counsel and Administrative Co-ordinator. The Administrative Co-ordinator will be responsible for budget control and day-to-day office administration, while the Litigation Counsel will mentor other solicitors with court files and monitor and control outside counsel and software budgets. As well, the Litigation Counsel will develop and uphold administrative policies and procedures and in conjunction with Information Systems, install an automated office support system to improve file management and file handling, among other things.

It is anticipated that this streamlined and more compact organizational structure will greatly strengthen lines of communication within the Department and the introduction of the new automated applications system will facilitate productivity, case management and document control applications.

Finally, we believe this restructuring will, in general, provide an improved level of service to our corporate clients.

Original Retained in
Human Resources Centre

Chart 1 of 1



July 2, 1992

Date

Signature

12a.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 July 9

July 14 1992

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND
EXPENDITURES AS AT JUNE 30, 1992

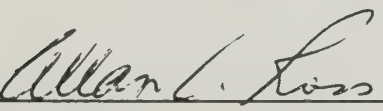
BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account for the period ending June 30, 1992.

<u>1991</u>		<u>Description</u>	<u>Budget</u>	<u>Actual to date</u>	<u>Balance Available (to come)</u>
<u>Budget</u>	<u>Actual</u>				
\$(50,000.00)	\$(41,263.73)	Unclassified Revenue	\$(50,000.00)	\$(10,449.31)	\$(39,550.69)
75,000.00	106,568.53	Unclassified Expenditures	65,000.00	37,087.96	27,912.04

It should be noted that Unclassified Expenditures were reduced by \$10,000.00 during the budget review, to \$65,000.00, in comparison with the year 1991 where an overdraft of \$31,568.53 occurred.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


Allan C. Ross

Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT JUNE 30, 1992

CENTRE NUMBER:CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	2,907.40
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SALES:

Photocopier Revenue	0.00
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MISCELLANEOUS:

Absences - Local 167	7,900.27
Cheques Written Off/Reinstated	(570.00)
Witness Fees	50.00
Sales Tax	40.00
Other Revenues	121.64

Total Revenue To Date	10,449.31
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Less: Appropriation	50,000.00
---------------------	-----------

Surplus (Deficit)	(39,550.69)
	=====

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JUNE 30, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,328.54
Finance and Administration Committee	2,680.68
Parks and Recreation Committee	1,820.39
Planning and Development Committee	2,457.15
Transport and Environment Committee	1,055.28
Keep Hamilton Clean Citizen's Committee	186.09
Crystal Palace Subcommittee	689.40
Golf Subcommittee	127.75
Hamilton Historical Board	2,129.45
Citizen Advisory	388.72
Committee of Adjustment	626.04
CAIP Subcommittee	105.68
Non Profit Housing	468.47
Hamilton Housing Corporation	15.98
License Subcommittee	677.30
Farmers Market Subcommittee	344.55
English Subcommittee	151.83
French Subcommittee	1,227.61
Taxicab Taskforce Subcommittee	569.70
Property Standards Subcommittee	22.76
Current Budget Subcommittee	16.21
Information Systems	52.50
Mundialization Committee	494.78
Football Hall of Fame	854.84
Canusa Games Committee	791.04
Civic Charity Committee	76.59
Management Team	449.23
Hamilton Arts Award	1,629.37
One Tier Review Committee	209.95

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JUNE 30, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

MISCELLANEOUS

258 Beach Blvd. - Maintenance Charges	346.70
Flowers & Wreaths	87.97
By-law Registration	472.00
Parking and Cab expenses	421.93
Hydro Charges - Road Sign	81.02
T.H. & B. Railway Realty Taxes	1,556.21
Corporate Challenge	2,071.33
Canadian Taxi Association Membership	100.00
Smoking Cessation Program	192.65
International Great Lakes Mayor's Conference	5,950.00
Omers Adjustments	94.99
Isc Paper Recycling Canada	3,065.28

Total Expended	37,087.96
Less: Appropriation	65,000.00

Balance - Surplus (Deficit)	27,912.04
	=====

"Copy sent to J. Thompson, Manager, Legislative Division,
City Clerks Department; S. Glover, Legislative Assistant,
City Clerks Department and C. Coutts, Legislative Assistant,
City Clerks Department - 1992 July 14th."

CITY OF HAMILTON

- INFORMATION -

12 b.

DATE: 1992 July 9

JUL 14 1992

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF HOSTING, RECEPTIONS AND
RELATED ACCOUNTS

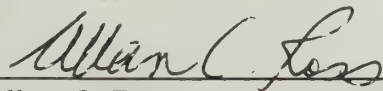
BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at June 30, 1992, with a comparison to the year 1991:

<u>1991</u>			<u>1992</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$50,000.00	\$48,000.00	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$ 3,354.37	\$12,645.63
10,000.00	8,036.18	Receptions - City Hall	10,000.00	7,236.81	2,763.19
48,000.00	47,130.44	Special Civic Receptions and Delegation Hosting	40,000.00	18,770.40	21,229.60
15,000.00	10,982.04	Civic Pins, Medals and Rings	15,000.00	9,367.22	5,632.78
		Use of City Hall			
<u>3,910.00</u>	<u>7,952.99</u>	- Outside Groups	<u>3,910.00</u>	<u>4,785.97</u>	<u>(875.97)</u>
<u>\$126,910.00</u>	<u>\$122,101.65</u>		<u>\$84,910.00</u>	<u>\$43,514.77</u>	<u>\$41,395.23</u>

Please note the "Use of City Hall - Outside Groups" account is in overdraft, however the bottom-line total of the five accounts is within budget.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


Allan C. Ross

Attachment

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended June 30, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
92/02/25	Children's International Games Lausanne, Switzerland - March 18 - 22, 1992 (Bob Sugden, Director of Culture & Recreation)	2,154.37	

	Total Expended		2,154.37
	Add: Commitments		
92/05/12	Ontario Recreation Forum-Conference Hamilton, Ontario - May 7-9, 1992	1,200.00	

	Total Committed		1,200.00

	Total Actual Expended and Committed to date		3,354.37
	LESS: Appropriation		16,000.00

	SURPLUS (DEFICIT)		12,645.63
			=====

City of Hamilton
RECEPTIONS - CITY HALL
Account CH 55313 84010
for the period ended June 30, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$

160418	92/01/10	Mayor's Office	7.77
161035	92/01/25	Ukrainian Independence Day	490.62
161035	92/01/26	Associazione Musicale	626.70
161801	92/01/28	Mayor's Office	11.66
161801	92/01/29	Mayor's Office	21.86
161801	92/01/29	Mayor's Office	15.54
163300	92/02/18	Mayor's Office	37.46
165018	92/03/04	Mayor's Office	599.40
165018	92/03/06	Mayor's Office	116.55
165018	92/03/11	Mayor's Office	15.54
165018	92/03/11	Mayor's Office	219.50
165018	92/03/12	Mayor's Office	15.54
165018	92/03/13	Mayor's Office	84.25
165018	92/03/13	Mayor's Office	15.54
166034	92/03/17	Mayor's Office	15.54
166377	92/04/02	Mayor's Office	15.43
166377	92/03/21	Mayor's Race Relation Committee	380.28
166377	92/03/24	Mayor's Office	15.54
167352	92/04/08	Mayor's Office	7.77
167352	92/04/09	Mayor's Office	24.86
168076	92/04/12	Jewish Community Centre	339.61
168076	92/04/07	Mayor's Office	190.48
168437	92/04/26	Mayor's Office	140.86
168437	92/04/21	Mayor's Office	38.85
168437	92/04/24	Mayor's Office	19.53
168707	92/04/28	Mayor's Office	646.41
168707	92/04/28	Mayor's Office	25.53
168707	92/04/29	Mayor's Office	109.89
168707	92/04/30	Mayor's Office	20.21
168707	92/05/02	Mayor's Office	240.54
169428	92/05/05	Mayor's Office	376.06
169428	92/05/06	Mayor's Office	202.58
169428	92/05/06	Mayor's Office	66.27
169428	92/05/10	Mayor's Office	140.86
170677	92/05/12	Mayor's Office	83.25
170677	92/05/12	Mayor's Office	17.76
170677	92/05/14	Roberta Bondar Visit	3.22
170677	92/05/15	Mayor's Office	7.77
170677	92/05/19	Mayor's Race Relations Committee	22.76
171213	92/05/26	City Clerks - City Council Meeting	17.76
171213	92/05/27	Mayor's Office	5.78
171213	92/05/28	Panel on Violence Against Women	71.87
171213	92/05/29	Croatian Union	14.66
171213	92/05/29	Boy Scout Parade Reception	21.87
171213	92/06/01	Mayor's Office	39.57
171528	92/06/04	Mayor's Office	71.04
171528	92/06/06	Lusofest Celebrations	668.78
171528	92/06/10	Mayor's Race Relations Committee	21.32
171528	92/06/11	Mayor's Race Relations Committee	19.87
171528	92/06/12	Mayor's Office	31.64
171528	92/06/12	Mayor's Office	334.39
172636	92/06/17	Italian Military Flying Team	304.81
172636	92/06/19	Mayor's Office	40.24
172636	92/06/20	Mayor's Office	104.57
172636	92/06/22	Occupational Health & Safety Week Proclamation	38.85

Total Actual Expended to Date			7,236.81
LESS: Appropriation			10,000.00

SURPLUS (DEFICIT)			2,763.19
			=====

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended June 30, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
-	Reception for the Commisioner of Employment Equity	614.34	
92/03/31	2nd Annual Steel City Senior Bowl	1,000.00	
92/03/31	Dr. Elena Bonner, The Bertrand Russel Peace Lecturer	799.20	
-	Italian General Avarello	440.08	
92/04/28	Royal Hamilton Military Institute General Crerar, Brigadier Todd & Family	268.29	
-	M.O.E. Citizen Committee Breakfast Meeting May 12, 1992	217.48	
-	Royal Bank V.P.'s Breakfast meeting - May 11, 1992	216.90	
92/05/12	Roberta Bondar Reception - May 14, 1992	2,182.92	
-	Dinner for CIBC Chairman - April 23, 1992	1,013.45	
-	Jean's Flower Shop Inc. - May 20, 1992	42.74	
	Total Expended	-----	6,795.40
	ADD: Commitments		
92/02/25	Hamilton International Air Show June 20 - 21, 1992	8,000.00	
92/03/31	National Conference Canadian Association of Elizabeth Fry Societies June 11, 1992	600.00	
92/04/28	Academic Folklore Group from Ljubljana, Slovenia August 20, 1992	375.00	
-	1992 Canada Cup of Wrestling & Olympic Team July 1, 1992	3,000.00	
	Total Committed	-----	11,975.00
	Total Actual Expended and Committed to date		18,770.40
	LESS: Appropriation		40,000.00
	SURPLUS (DEFICIT)		=====
			21,229.60

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended June 30, 1992

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
-----	-----	-----
161389	1 - 10k Man's Civic Ring & 1 - 5pt C Diamong & Box	322.04
162471	5 - 10k Man's Civic Ring & 5 Boxes	1,138.47
162471	63 Civic Pins & 63 Boxes	1,494.40
L306919	Civic Award	(235.90)
164444	24 - GF Civic Pinette & 24 Boxes	569.30
165800	5-10K Civic Rings - School Pins/Rings	2,497.50
168428	2 - 5pt Genuine Ruby, 2 - 5pt Diamond W/Collet	
	7 - 5pt Diamond	962.37
169865	7 - 10k Man's Civic Ring & 7 Boxes	1,593.86
172365	26 - S/S Provincial Champs Pinette	575.18

	Total Actual Expended to Date	8,917.22
	ADD: Commitments	450.00

	Adjusted Total	9,367.22

	Less: Appropriation	15,000.00

	SURPLUS (DEFICIT)	5,632.78
		=====

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended June 30, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
162713	92/01/24	Heaven Piano Co. - Tuning & Lubricate Pedal	278.61
161873	92/02/06	Heaven Piano Co. - Tuning & Adjusting Piano	310.80
JV01055	92/01/25	Ukranian Function	489.84
JV01080	92/01/19	Associazione Musicale	92.90
JV02040	92/02/14	Mundialization Interfaith	167.21
JV02041	92/02/14	Ukranian Independence Day	69.67
JV02041	92/02/14	Associazione Musicale Rehearsals	202.38
JV02043	92/02/14	Interfaith Meeting	160.70
JV03079	92/03/07	Congress of Black Women	209.01
JV04129	92/04/12	Humanitarian Awareness	195.07
JV04129	92/04/11	Aides Network	414.53
JV05009	92/04/25	High School Oratorial Contest	139.34
JV05009	92/04/25	Croatian Peace Rally	62.70
JV05009	92/04/26	Great Ride to Beat Cancer	195.07
170590	92/04/28	P. A. Sound System - Day of Mourning Dedication	205.35
JV05155	92/05/02	Polish Proclamation	83.60
JV05149	92/05/10	High School Oratorial Contest	111.47
JV06023	92/05/19	Ukrainian Canadian Congress	111.47
JV06023	92/05/24	Hamilton Aides Network	209.01
JV06033	92/05/30	Boy Scout Parade & Croation Union	209.01
JV06156	92/05/30	Boy Scout Parade & Croation Union	564.00
JV06122	92/06/06	Luso - Canadian Cultural Council	304.23
Total Actual Expended to Date			4,785.97
LESS: Appropriation			3,910.00
SURPLUS (DEFICIT)			(875.97)

12c.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 July 16

JUL 16 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF REALTY AND BUSINESS TAX
ARREARS, AND TAX COLLECTION PROCEDURES

SUMMARY

Tax arrears are at historically high levels. The majority of arrears are, however, in realty taxes which are secured against the property. The City is already pursuing an aggressive business collection program. With present procedures and those being considered, arrears levels should be manageable for the City. It is also hoped that the pre-authorized payment system to be implemented January 1, 1993 will assist residential taxpayers in maintaining their taxes on a current basis. An economic upturn would likely be required, however, in order to return arrears to previously acceptable levels.

In challenging economic times such as we are presently experiencing, collection efforts and procedures are sensitive matters. We are presenting this report to advise the Committee of procedures presently in place or being contemplated for implementation. We will continue to monitor the status of our arrears and report back to the Committee prior to any significant changes to collection procedures or efforts or if there is a significant change in our overall tax arrears position.

BACKGROUND:

In recent years both realty and business tax arrears have been increasing. For the information of the Committee, the following is a comparison of the overall status of these arrears as at June 30, 1990, 1991 and 1992:

	<u>1990</u>	<u>1991</u>	<u>% Increase</u>	<u>1992</u>	<u>% Increase</u>
Realty	\$38.2M	\$52.7M	38.0+	\$62.0M	17.6+
Business	<u>4.7M</u>	<u>7.0M</u>	<u>48.9+</u>	<u>8.7M</u>	<u>25.4+</u>
Total	<u>\$42.9M</u>	<u>\$59.7M</u>	<u>39.2+</u>	<u>\$70.7M</u>	<u>18.5+</u>

BACKGROUND: - Continued

Attached is Exhibit "A" which shows an analysis of both realty and business tax arrears for the past 5 years. You will note that both the realty and business tax arrears are historically higher in June of each year than at year end by a notable margin.

The June 1992 figure is also higher than recently cited May 1992 figures reflecting unpaid amounts on the additional instalment due in June.

In percentage terms, the highest annual rate of increase of both realty and business tax arrears was experienced from December 1989 to December 1990 (63%). Since that time the rate of increase has slowed considerably.

The Committee should be aware that the figures quoted represent total tax arrears, broken down as follows (based on 1992 shares of the levy):

City	\$18.5M
Region	18.7M
School Board	<u>33.5M</u>
	<u>\$70.7M</u>

Under our procedures and legislative requirements, the City pays the Region and the Boards 100% of their levies each year even though these amounts have not yet been collected from the taxpayers. The amounts flowing to the other agencies are only reduced when accounts are determined to be uncollectible.

Realty Tax Arrears

Exhibit "B" illustrates the aging of the realty tax arrears as at June and December for the past 5 years. You will note that the majority of the increase occurs in the current and first two year's arrears. This trend has not continued into the third year. As indicated in this illustration, there was no change for example between the amount 3 years in arrears in December 1987 and December 1991.

Exhibit "C" represents an analysis of the outstanding realty taxes as at June 30, 1992. As indicated, there were 18,267 properties in the City of Hamilton with realty tax arrears. Approximately 14,700 were single owner residential properties owing \$23.7M or 38.2% of the total realty tax arrears. The balance of 3,569 properties were multi residential, commercial, and industrial properties owing \$38.3M or 61.8% of the total amount outstanding.

BACKGROUND: - Continued

The lower portion of this exhibit shows the distribution of the arrears owing per property. There were approximately 17,500 properties with arrears of less than \$10,000 owing a total of \$27.2M or 44% of the total. The remaining 770 properties owe arrears of \$34.8M or 56% of the total outstanding. In other words, 96% of the properties in arrears owed 44% of the total while 4% of the properties in arrears owed 56% of the total.

Given that realty taxes form a lien on the property, the City can expect to collect virtually all realty taxes levied. Furthermore, while realty taxes remain outstanding on the tax roll the City earns 15% per annum on those monies. Realty tax collection procedures have, therefore, been designed to pursue outstanding accounts and attempt to obtain payment while being mindful of the security to the City provided by the potential for a lien on the property.

For your information, the City's current realty tax collection procedures are outlined on the attached Exhibit "D". As noted on that Exhibit, the final tax collection steps involve tax registration and ultimately a tax sale in the event that realty taxes remain unpaid.

From January 1991 to January 1992 the number of properties subject to registration increased from 464 to 702. As at June 30, 1992 as a result of ongoing payments and payment arrangements, 170 properties remained subject to the tax registration process. At the time of this report, 83 properties had been registered in 1992 for tax arrears in accordance with Municipal Tax Sales Act. During 1991, 88 properties were registered through this process and to date 53 of these have been paid in full. At the present rate it is forecasted that tax arrears certificates will be registered on the titles of over 140 properties in 1992.

Since 1989, only 7 properties have been sold for tax arrears. Of these, only two have been occupied properties. The remaining properties were vacant land or unoccupied buildings. The current collection procedures allow the property owner every opportunity to make payment over the three year period prior to registration and the Treasury Department is prepared to accept reasonable payment arrangements and register the property only as a last resort. After the property is registered, the taxpayer has the opportunity to redeem the property by making payment in full at any time prior to the sale.

Business Tax Arrears

As indicated on the attached Exhibit "A", business tax arrears continue to increase at a rate not seen in recent history. Increased numbers of business closures, bankruptcies and a general economic sluggishness over the past two years are contributing factors in this regard. In 1992 total business tax write offs for the year are likely to approach \$750,000. In comparison, 1991 write-offs totalled about \$440,000.

BACKGROUND: - Continued

Business Tax Arrears - Continued

As noted in previous reports to the Committee, for the purposes of collection of insolvent accounts the City's status is that of an unsecured preferred creditor. Accordingly, the City's claim is satisfied after the Federal and Provincial Governments (Income Tax, Sales Tax, Worker's Compensation, etc.), any claims for wages owed employees and any secured creditors.

Recognizing the City's weaker creditor status on business tax accounts, different collection procedures have been put in place for business accounts as noted on Exhibit "E".

Special Collection Procedures and Future Considerations

Recognizing the overall extent of tax arrears (both realty and business), the following additional collection procedures have been put in place or are being contemplated:

1. As has been the case in recent years, personalized letters from the Treasurer will be sent to all property owners with tax arrears in excess of \$50,000. These property owners are encouraged to pay their accounts in full or enter into an ongoing payment arrangement. At the time of the June 1991 mailing 26 properties were sent notices for tax arrears in excess of \$7 million. Reports as of June 30, 1992 indicate that 166 properties presently have arrears exceeding \$50,000 comprising total outstanding arrears of \$22.6 million. Of these 166 properties only 16 are three years in arrears thereby subject to the tax registration process. Two of these owners are making regular payments while staff have registered or are preparing to register tax arrears certificates on the remaining 14.
2. Preparations are ongoing to allow the present tax system to utilize multiple collection agencies for the collection of business tax. It is felt that this system will promote greater collection efforts and a greater return per collection dollar spent.
3. Consideration is being given to an in-house collection effort on those business tax accounts with values exceeding \$5,000. Such a program may be able to collect some of these accounts prior to turning them over to the collection agencies thereby reducing collection fees.

BACKGROUND: - Continued


Other Municipalities

We have contacted a number of other municipalities concerning their tax arrears status and have determined that many are experiencing similar problems with increases in tax arrears. Hamilton has traditionally encountered higher realty tax arrears and we are presently reviewing their collection procedures. We have found that one municipality uses the bailiff for the collection of realty taxes after one year of arrears and others use different methods of collection which we are investigating further.

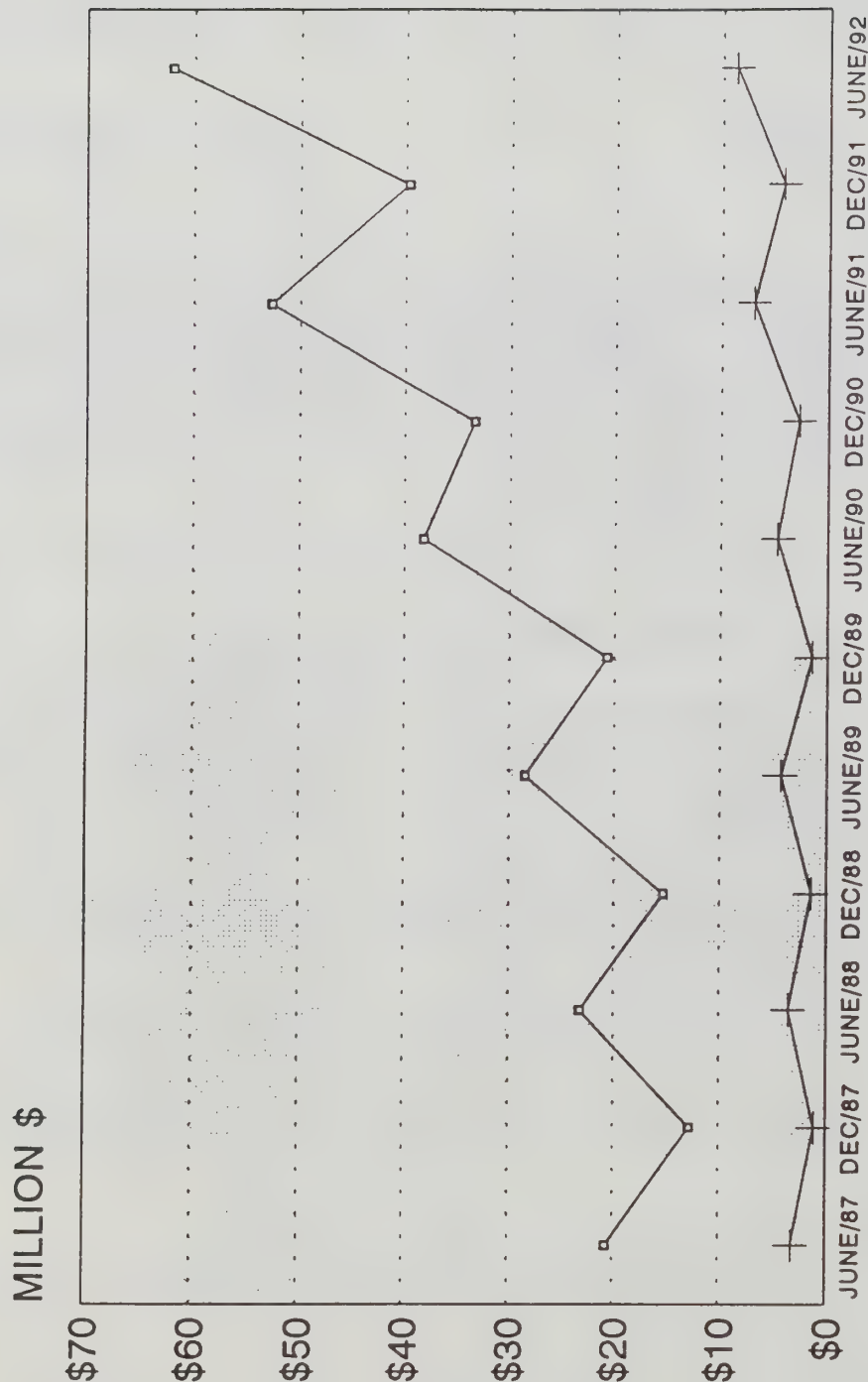
CONCLUSIONS

The present tax arrears situation can be summarized as follows:

- Both realty and business tax arrears are at historically high levels.
- ***Realty Tax*** arrears are secured against the property, and the City earns penalty on all over due taxes.
- Our analysis indicates that a small number of large accounts represent a large share of the total realty arrears.
- Collection efforts will be focused towards these larger accounts.
- The majority of realty arrears are for the current year and last year's taxes rather than the 3+ years in arrears which are eligible for tax registration.
- ***Business taxes*** are not secured against the property.
- The present aggressive business tax collection procedures will be continued to attempt to lower the arrears in this area.
- Business tax write-offs will likely be higher than previous years. The present estimate for 1992 is about \$750,000.

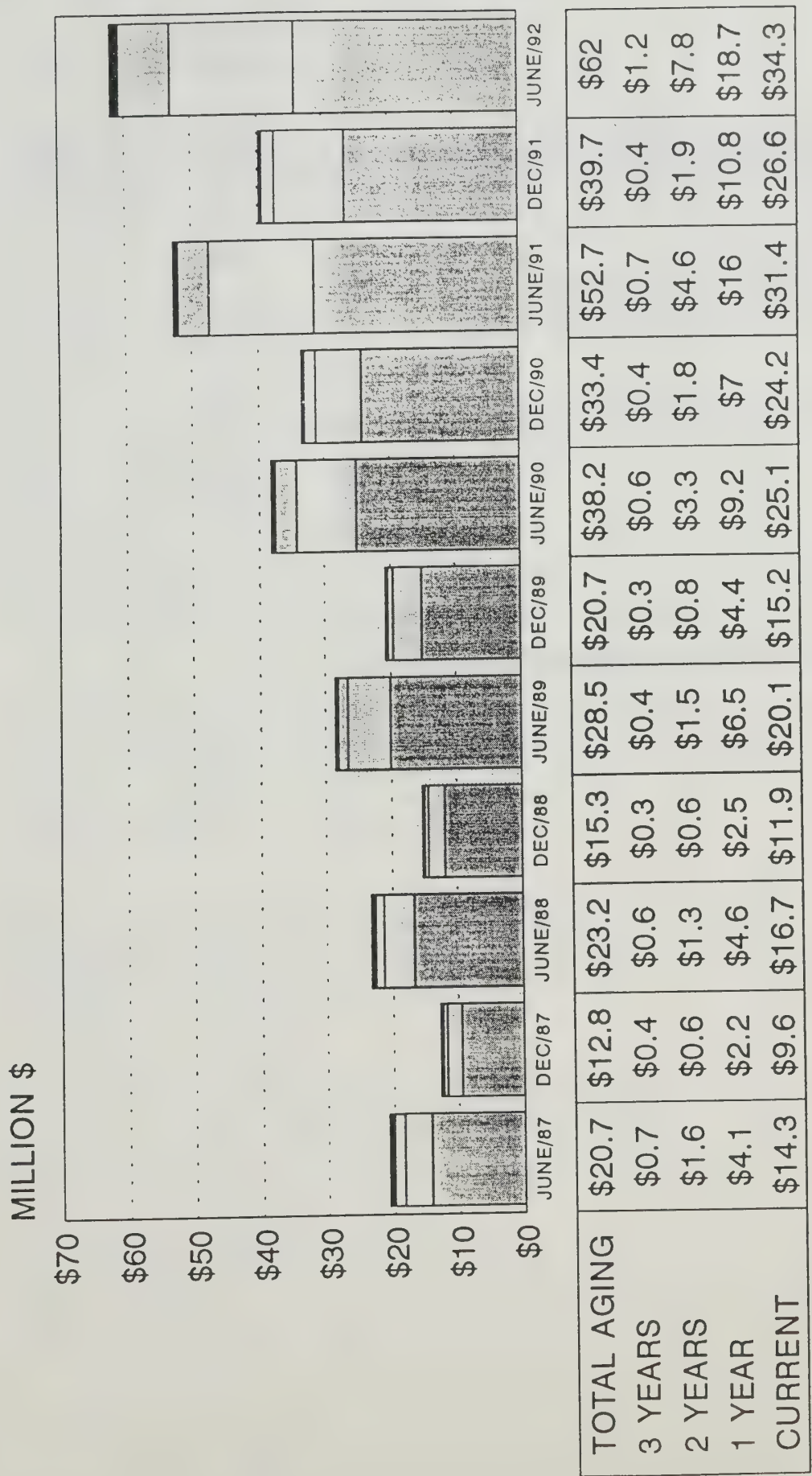

Allan C. Ross

THE CORPORATION OF THE CITY OF HAMILTON
TAX ARREARS 1987 - 1992



--- REALTY ARREARS + BUSINESS ARREARS

THE CORPORATION OF THE CITY OF HAMILTON
AGING STATUS OF REALTY TAX ARREARS



AGING OF REALTY TAX ARREARS

☐ CURRENT ☐ 1 YEAR ☒ 2 YEARS ☒ 3 YEARS

ANALYSIS OF REALTY TAX ARREARS
AS AT JUNE 30, 1992

EXHIBIT "C"

PROPERTY DESCRIPTION	# OF PROPERTIES	ARREARS (\$MILLIONS)	% OF TOTAL ARREARS
RESIDENTIAL (EST) (SINGLE FAMILY DETACHED, CONDOMINIUMS, TOWNHOUSES, SEMI-DETACHED AND LINK HOMES, VACANT LAND)	14,698	23.7	38.2%
MULTI-RESIDENTIAL, COMMERCIAL, INDUSTRIAL (EST)	3,569	38.3	61.8%
TOTAL	18,267	\$62.0	100.0%

ARREARS BALANCES

UNDER \$10,000	17,497	27.2	43.9%
\$10,000 TO \$20,000	374	5.2	8.4%
\$20,000 TO \$50,000	230	7.0	11.3%
OVER \$50,000	166	22.6	36.4%
TOTAL	18,267	\$62.0	100.0%

Realty Tax Collection Procedures

1. Realty tax instalment bills are forwarded to the owner or agent of each taxable property in the first weeks of February, March, May and September. The taxpayer has the option in February and May of paying two instalments at once thereby taking advantage of a prepayment discount offered by the City. Alternatively the instalment due dates are the last working days of February, March, June and September.
2. Throughout the year any arrears carried forward from previous current year instalments or outstanding balances from previous years are shown on the tax bill as arrears and included in the total amount due.
3. In December of each year reminder notices are sent out to the assessed address and the most recent change of address shown on the City's tax records, for all amounts outstanding greater than or equal to \$25.
4. All accounts that will become three years in arrears in January of the following year are sent notices in November of the current year with respect to pending tax registration procedures. The owners are advised to pay that portion of the tax that would become three years in arrears in January.
5. In January all of those properties that have become three years in arrears and have made no arrangement with the Tax department to remit payment on the account are again notified of the situation. At this point they are advised that the City will proceed to register the property for tax arrears with no future notice, should no payment be made or arrangements agreed upon.
6. Once the tax arrears certificate is registered on the property the owner(s) has one full year from date of registration to make payment on the taxes in full. During that year all interested parties as registered on the title of the property, the Sheriff's office and tenants according to the assessment roll are notified of the existing tax arrears certificate on the property.
7. After the one year redemption period expires the file is forwarded to our Law Department to ensure compliance with respect to notification as specified by the act. Once the Law Department verifies that the requirements of the act have been carried out they advise the Tax section to proceed with the sale of the property.
8. The property is sold and upon completion of the sale the tax arrears are paid from the proceeds and the balance is forwarded to the court. Any balance remaining after the court satisfies any other lien holders on the property can be recovered by the original owner after their application to the court.

Business Tax Collection Procedures

1. During the first weeks of February and May of each year, business tax bills for the pre-levy and levy instalments are forwarded to each business tax account as they appear on the most recently returned assessment roll. These bills are due on the last working day of the month in which they are levied.
2. Fifteen days after the due date a "final notice" is forwarded to each business tax account that remains outstanding.
3. All accounts that are not paid, confirmed out of business, or have entered into an acceptable payment arrangement are forwarded to the collection agency on the "special program" in the first week of the month following the sending of the "final notice". During the next thirty day period each account on the program receives a notice from the collection agency and are contacted by phone.
4. After the April "special program" all accounts are returned from the collection agency to the City. The outstanding balances are folded into the May levy billing, and appear as arrears on those bills.
5. Following the July "special program", a reconciliation of accounts collected and outstanding is computed and the outstanding accounts are redirected to the collection agency for regular collection. At this juncture the collection agency works the accounts until:
 - a) They are collected.
 - b) It is confirmed that the business has ceased operation at this address, thereby requiring a tax appeal.
 - c) The agency recommends legal action and requested permission to proceed with same.
 - d) Alternate payment arrangements (e.g. post-dated cheque) are agreed.
 - e) The agency recommends the account be written off as uncollectible.
6. As accounts are processed through the tax or assessment appeal systems, credits are applied to the accounts in accordance with the direction of the respective authoritative bodies.
7. As they are approved by City Council credits are applied to the accounts for recommended write offs.



Urban/Municipal Librarian
Public Library
2nd Floor

J. J. SCHATZ
CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

PHONE (416) 546-2700
FAX (416) 546-2095

1992 August 14th

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1992 August 20th
9:30 o'clock p.m.
Room 233, City Hall

URBAN MUNICIPAL

AUG 17 1992

GOV 'MENT DOCUMENTS

Susan K. Reeder
Secretary

A G E N D A

1. PRESENTATION

Chief Administrative Officer. (no copy)

2. MAYOR ROBERT MORROW

Request for Purchase of Advertising Space in "Ontario - A Celebration of Our Heritage" (Delegation - Bill Koene, Publisher, Heritage Publishing House).

3. DELEGATION

Hamilton District Autobody Repair Association - Request to have the City By-law amended to Prohibit all Accident Scene Solicitation for Tow Trucks or any Offer of Services, including Auto Body Repairs, Mechanical Repairs or Car Rentals.

(a) Endorsement of Request - Hamilton-Wentworth Police Services Board.

4. CONSENT AGENDA

5. PROPERTY DEPARTMENT, FIRE CHIEF, PURCHASING DIVISION

Prime Consultant Contract, Fire Station 4, Macassa Park.

6. SINGLE TIER BUREAUCRACY REVIEW STEERING COMMITTEE

A Discussion Paper for Consideration and Comment.

7. CITY CLERK

Information Report - Brochure Printing - Adult Basic Education Association.

8. RESOLUTIONS

(a) Township of Tiny respecting Restructuring of the Townships Boundaries.

(b) City of Stoney Creek - Respecting Multiculturalism.

9. TREASURER

(a) Information Status Report - Realty and Business Tax Arrears and Tax Collection Procedures.

(b) Write-off of Outstanding Business Taxes.

(c) Information Report - Summary of Revenues and Expenditures for the six months ended 1992 June 30th compared with Budget.

(d) City of Hamilton - Banking Arrangements.

10. PRIVATE AND CONFIDENTIAL AGENDA

11. OTHER BUSINESS

12. ADJOURNMENT

OUTSTANDING ITEMS

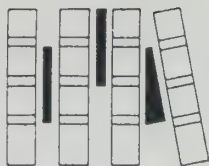
FINANCE & ADMINISTRATION COMMITTEE

1. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
- (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 March 22 (presently under review by Treasurer).
2. Street Vendors Program - Examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending from Manager, Licensing Division - requested at 1990 June meeting.
3. Council Agenda Line - Report pending from Manager of Property Maintenance and Manager of Purchasing - requested at 1990 August 23 meeting.
4. H.S.P.C.A. to report back on possible amendments to existing legislation to improve power to confiscate vicious animals - requested at 1992 January 23 meeting.
5. Windermere Basin - Status report pending from City's Appointee to Hamilton Harbour Commissioners - as agreed to at 1992 February 6 meeting.
6. Information Report - Manager of Purchasing - City's Energy Lightbulb Programme - requested at 1992 March 26 meeting.
7. Report - Building Commissioner - Rationale of Development Charges on 84 Birmingham Street - requested at 1992 April 9 meeting.
8. Report - Director of Property - proposed policy on display of plaques, posters, memorabilia, etc. - requested at 1992 April 23 meeting.

Note: The requests from the following are on hold pending Committee deliberation of the Director's report:

- (a) Status of Women
- (b) Ridge Raiders Drum & Bugle Corp.
- (c) Ad & Sales Club
- (d) Hamilton Mundialization Committee
- (e) Polish Singers Alliance of America.

9. Report - City Clerk - costs incurred as a result of the use of City Hall facilities by outside groups - requested by CAO 1992 April 16.
10. Review of dual purpose licence and sign respecting the By-law to license and regulate the sale of tobacco to minors to be purchased and posted by retailers selling tobacco - requested at 1992 May 21 meeting.
11. Report - Building Commissioner - Proposed Development Charges Amendments - as indicated by staff at 1992 April 23 meeting.
12. Vehicle Leasing vs. Purchasing - tendering being done - report to come back for consideration of future options - status reported by Treasurer at the 1992 June 25 meeting.
13. Report - Director of Property - Commonwealth Plaza Lighting - requested at 1992 June 25 meeting.
14. Report - Police Department - as per Alderman Drury's request to outline concerns they may have on Vendors obtaining Second Hand Licences and coming into Hamilton to buy and sell jewellery on a daily basis - requested at 1992 July 23 meeting.
15. Report - CAO - results of investigation on alternative uses of the Theatre Terra Nova building in the event that Theatre Terra Nova is unable to assume regular monthly mortgage payments as of 1993 January 1st - requested at 1992 July 23 meeting.
16. Report - City Clerk - Amendments to the No Smoking Signs to assist the Visually Impaired - requested at 1992 July 23 meeting.



Heritage Publishing House

7160 Baywood Court, Mississauga, Ontario, Canada L5N 5N6

Telephone: (416) 824-7030

Facsimile: (416) 824-7164

2.

June 11, 1992

Mr. Robert Morrow

Mayor

CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West

Hamilton, ON

L8N 3T4

Dear Mr. Morrow:

Just a word to say that I appreciated the time you made available for me to show you the details of our publishing project in celebration of the bicentennial of the founding of the province of Upper Canada, and the 125th anniversary of Ontario's entrance into Confederation in 1867.

For your benefit I have prepared a sheet of the pertinent data regarding participation in the "Partners in Progress" chapter of *ONTARIO: A Celebration of our Heritage*. I am enclosing this sheet as a summary of the essential information I conveyed at the time of our meeting.

As we progress with this project I will endeavour to keep you apprised of its development. In the meantime, I look forward to receiving your response to our invitation to participate in this publishing project.

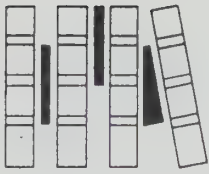
Cordially,

Bill Koene

Publisher

encl.

:pjk



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7160 Baywood Court, Mississauga, Ontario, Canada L5N 5N6

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PERTINENT INFORMATION — “PARTNERS IN PROGRESS”

ONTARIO: A CELEBRATION OF OUR HERITAGE – Vol. II

- Biography Pages:** Corporate histories written for book in “Partners in Progress” chapter at a fee of \$3,500 per page (maximum 4 pages). About 400-450 words per page, and 2-3 illustrations per page.
- Books (Trade Edition):** Publication price \$79.95. Special pre-publication price available to “Partners in Progress” participants at **40-50% DISCOUNT**, depending on volume. Parchment presentation sheets with self-adhesive strip supplied with all books ordered by companies.
- Deluxe Edition:** Prestigious leather-bound Deluxe Edition available to “Partners in Progress” participants at the pre-publication price of \$189.00.
- Terms for Payment:** Two Options:
- (a) ONE-THIRD of the account is due and payable at the date of contract, a further one-third of the account is due when the proof of the Company biography has been approved by the Company, and a final one-third is payable upon publication of the book.
 - or (b) The account in full is due and payable upon being invoiced, with the understanding the net amount will be reduced by ten percent (10%), providing that payment in full is made within thirty (30) days of the date of contract.
- Responsibilities:** The participating Company agrees to furnish to the publisher all photographs and historical information relevant to the biography page(s) purchased by the Company.
- The Publisher will write corporate biography and send draft copy to Company for approval or editing. Prior to publication the Publisher will send proof to Company for final approval.
- Page Re-prints:** Corporate biography re-prints supplied by publisher with running heads and folios (page numbers, etc.) removed, at only the cost of printing (utilizing the same film), to provide inexpensive single-sheet copies of the corporate biographies for the respective participants.
- Distribution:** Marketed extensively across the country through schools, libraries, bookstores, cultural institutions and corporations using the books for gift-giving or promotions.
- Style of Publication:** Case-bound (hard cover), tight-backed for strength and durability, gold-foil stamped, Smyth sewn, produced on fine coated stock, high quality printing. Designed in popular, highly illustrative, easy-to-read style. Printed and bound in Canada.

ABOUT THE WORK

ONTARIO: A Celebration of our Heritage

Ontario: A Celebration of our Heritage presents a colourful and panoramic view of a province that has played a central role in the building of our nation — a work that throughout its pages truly promotes “a celebration of our heritage.” In graphic historical narrative Dr. J.M.S. Careless traces the growth of Ontario and its richly varied heritage from its beginnings to the present time.

Profusely illustrated throughout, the work is divided into two volumes unfolding the growth of this province in chronological sequence, from the days of the frontier province known as Upper Canada and its entrance into Confederation, to the development of present day Ontario. Much more than just a reference work, however, *Ontario: A Celebration of our Heritage* is a literary and photographic masterpiece, designed to be used and enjoyed over and over again for generations.

A number of major themes, emphasizing the human elements of Ontario's heritage, are interwoven throughout the work. These major themes are as follows:

1. **Environment** - natural land forms, resources, opportunities and limits, which humankind may utilize, but to which it must adapt.
2. **Peoples** - numbers, groups and distribution; ethnic factors of custom, conduct and belief — from Algonkians to latest immigrants.
3. **Livelihoods** - economic factors in use of resources; technology, construction and production; jobs and services; business

organizations, entrepreneurship, markets and investments.

4. **Communications** - the paths and instruments of communications, from canoe routes to airways, petroglyphs to press and television.
5. **Social Systems** - from families and households to class and community patterns; roles of women and place of children throughout; social problems, policies and social service.
6. **Life-styles and Culture** - the quality of life; building and housing; recreation; religion, learning, education; arts, sciences, and invention.
7. **Politics and Power Structure** - terms and exercise of governmental authority; the constitutional-legal framework; political parties; patronage and democracy; public-private relationships; municipal, regional and provincial administration.
8. **Individuals and Human Personalities** - this is not a faceless book of lifeless forces; ordinary citizens and leaders both will repeatedly come in — and, not just men among them, nor only politicians or officials, explorers or warriors — but also business figures, workers and reformers, artists and writers, clerics, educators and innovators — plus eccentrics.

The work, above all, is a *popular* presentation of our heritage, and therefore stresses the human community of Ontario — its endowments and achievements, its issues and challenges.

Contents – Volume I

1. The Land and its First Peoples
2. Faith, Furs and French Control: 1615-1760
3. British Rule and Loyalism: 1760-1791
4. The Building of Upper Canada: 1791-1814
5. Discord in the Frontier Province: 1841-1867
6. Union, Disunion and Confederation: 1841-1867
7. Ontario to our Own Time: A Glance Ahead
8. Partners in Progress

Contents – Volume II

1. Ontario's Pre-Confederation Past: A Look Backward
2. The New Province – And Mowat Liberal Rule: 1867-1896
3. Ontario and Empire: 1896-1919
4. Prosperity, Depression and War: 1919-1949
5. The Kingdom, the Power, the Tories: 1949-1985
6. Rounding out a Second Century: Ontario since 1985
7. Partners in Progress

The final chapter in each volume, “Partners in Progress,” tells the story of business and industry in Ontario through the biographies of individual organizations that have contributed significantly to the growth of our province. Stories of struggle,

survival and success — the full spectrum of commerce and industry throughout the province is represented through the profiles of a select number of organizations participating as “Partners” in this publication.

TELLING THE STORY OF YOUR COMPANY

Business and industry are an integral part of Ontario's development, and no history is complete unless the story of the commercial enterprises that helped build the province is properly told. That's why one section of the book will tell the histories of a select group of the province's leading firms. These business biographies will trace the evolution

of your company from its founding to the present day, and will ensure your business a place not only in this history, but in homes, schools, and libraries across the land for decades to come. The story of your company - we call it your business biography - can best be told if our writer has specific information from you.

ABOUT YOUR BUSINESS BIOGRAPHY

Information you should consider

- What is the exact date your organization was founded?
- A chronology is extremely helpful. Can you put together a list of the important dates in your company's history, starting from the date it was founded, first incorporated, undertook its first major expansion, etc?
- Who was the founder?
- Where was the first office located?
- What were the circumstances surrounding the establishment of your business?
- Do you know how many people were employed by your firm during its first year? How much the first payroll amounted to? The first hourly wage?
- Was your building or office ever destroyed by fire or flood?
- What products or services are provided now that differ from what your business started out doing?
- What roles have the company, its owners

and executives played in civic or provincial affairs or projects.

- Have any of your principals held public office?
- Has the organization been controlled by the same family from the beginning? If so, how many generations does that represent? Can you give dates?
- What colourful anecdote or historical tidbit can you give our writer that will add an interesting dimension to the story of your business?

Your company's biography will not, of course, be confined to these subjects, nor will all of them be applicable to all firms. We offer these as suggestions for the kind of information that will lend individuality to each biography and ensure close readership. You can probably think of additional facts about your company's history that makes it unique.

Frequently companies have prepared brief histories already. If your files include

such a document, it would be of great assistance to our writer.

Organizations with Recent Histories

If your firm was established more recently, you might consider these additional ideas.

- Did the city or province prove instrumental in the founding of your organization?
- How has your product or service benefited either your city or the province?
- What modern events or product developments have been significant in the success of your firm?
- What product innovations has your company initiated?

We Appreciate Your Assistance

With your help we're confident our writer will produce a biography of your business that will make a significant contribution to this history. If you would like further guidance, don't hesitate to contact our office.

PHOTOGRAPHS FOR YOUR BIOGRAPHY

Suitable photographs can contribute dramatically to the effectiveness of your business biography. For this reason we would ask that you kindly supply us with two or three pictures for each biography page.

The most interesting photographs are those with historical appeal, such as your organization's founder, your original building or office, early employees, or early products. The selection, however, is left entirely up to your discretion.

We would appreciate receiving with each photograph a brief caption identifying the contents of the picture, explaining its context,

or supplying some interesting anecdotal information.

Some graphic materials and historic photographs are especially fragile and valuable. If the photographs you wish to provide fall into this category, you may prefer to have copies made for our use. In any case, please indicate the rarity or uniqueness of a particular photograph so that we may take extra care to safeguard your treasures.

For best reproduction your photographs or photographic negatives should be black-and-white, and must have good tonal range. Black-and-white drawings will also reproduce

well. In the event that black-and-white material is not available, you may submit colour transparencies or colour prints, which we will convert to black-and-white. However, these materials do not reproduce as well as black-and-white originals.

All materials are routinely returned as quickly as possible. Book publishing takes time, however, so you should anticipate our retaining your graphic contributions until at least four to six weeks after the book is published. At that time, we will gather together all photographs used in the book and return them, along with all unused graphics.

Introducing

ONTARIO

A Celebration of our Heritage



J.M.S. Careless

AN ALL CANADIAN PRODUCTION

ONTARIO: A Celebration of our Heritage, authored by the distinguished and eminent Canadian historian, Dr. J.M.S. Careless, O.C., presents a rich and colourful panorama of Ontario heritage and culture. Enhanced by hundreds of illustrations, maps, historical documents and photographs, many in full colour, the book is superbly printed, in hard cover.

More than a reference work, *ONTARIO: A Celebration of our Heritage* provides fascinating narrative chronicling the people and events that have shaped our province. In every sense, totally Canadian, with every aspect of the production accomplished in Canada, this publication is truly a remarkable literary and photographic masterpiece, providing a colourful journey through our provincial heritage.

DESTINED TO BE A CLASSIC

Like history itself, *ONTARIO: A Celebration of our Heritage* is something of permanence. It is designed to be enjoyed and treasured, over and over again... and like history, strong enough to be passed along for the learning and enjoyment of future generations. Yet it is a book of beauty, a tribute to the art of this nation's bookbinders. The deep burgundy of its heavy cover has the look and feel of luxury. Both cover and spine are richly ornamented and embossed in gold. Even the woven headbands, meant for durability, are colour coordinated in a handsome stripe. Inside, fine, opaque paper, glare-free, easy-to-look-at and specially formulated to stay that way for years, set the tone of quality and elegance. They are gathered and thread sewn for strength, durability and to make sure the book opens easily and completely.

ONTARIO: A Celebration of our Heritage is something of permanence... something to own and to display with pride.

A GIFT OF QUALITY

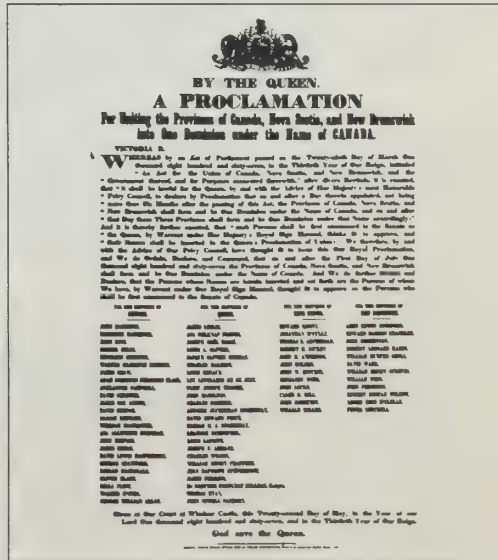
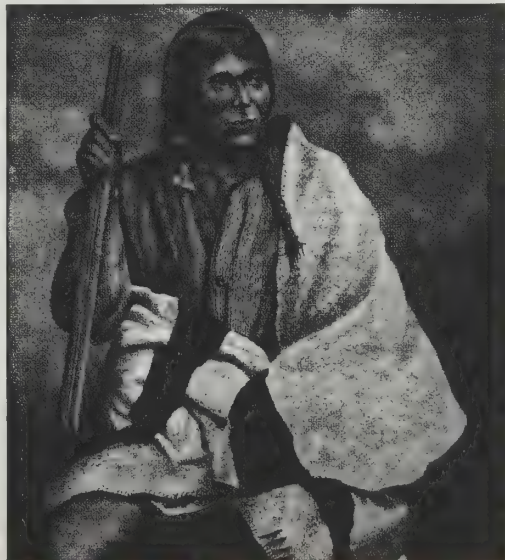
This book will unquestionably become a sought-after collector's item as well as a family keepsake — what more appropriate gift for

presentation to valued friends or employees... for important clients... for visitors from abroad... or for that person who deserves something very special.

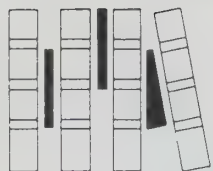
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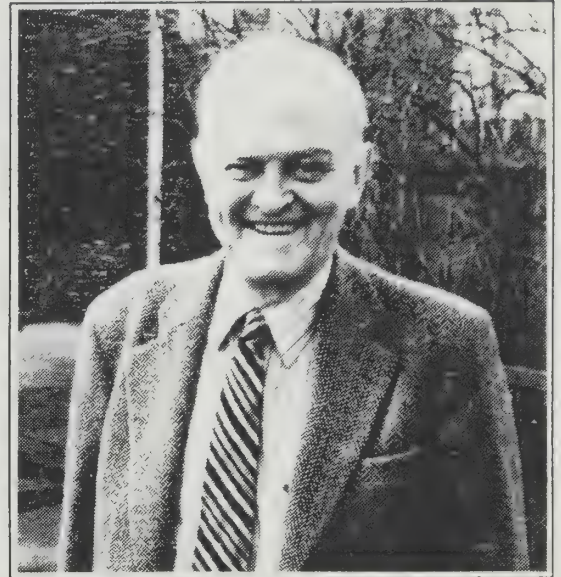
ABOUT THE AUTHOR

James Maurice Stockford Careless was born in Toronto on February 17, 1919. He earned his B.A. in 1940 from the University of Toronto, and his M.A. in 1941 and Ph.D. in 1950 from Harvard University. He served at the Canadian Naval Headquarters in Ottawa from 1942-43, and the Department of External Affairs 1943-45 (including voyages to Spain and Sweden in the diplomatic ship "Gripsholm", in 1944, exchanging Allied and German prisoners of war).

He was appointed a Lecturer (History) at the University of Toronto in 1945, Assistant Professor 1949, Associate Professor 1954, Professor 1959 (Chairman of History Department, 1959-67), and University Professor in 1977. He held the Rockefeller award (to Cambridge University) 1955-56, Carnegie award (to Australian Universities) 1958, visiting Professorship, University of Victoria 1968-69, Senior Research Fellowship, Australian National University, Canberra, 1978. He was appointed University Professor Emeritus, 1984, Senior Fellow Emeritus, Massey College, 1985, Senior Research Associate, Victoria College, 1987, Donald Creighton Lecturer, University of Toronto, 1987.

Careless is the author, or co-author, of numerous works, including *Canada, A Story of Challenge* (1953; Japanese Edition, 1978; latest Edition, 1986), *Brown of the Globe* (2 volumes 1959, 1963), *Union of the Canadas* (1967), *Colonists and Canadians* (1971), *Rise of Cities in Canada* (1978), *Pre-Confederation Premiers* (1980), *Toronto to 1918* (1984), *Frontier and Metropolis* (1989), and *Careless at Work* (1990). He has published many articles and reviews, in both scholarly and popular journals, and essays in collective volumes.

His numerous distinctions include: Governor General's Award for 1954 and 1964; University of British Columbia Medal for Biography 1960; Tyrrell Medal, Royal Society of Canada 1962; Cruikshank Medal, Ontario Historical Society 1967; City of Toronto Awards, 1984 and 1985; Doctor of Laws or Letters, Laurentian University 1979, Memorial University 1981, University of Victoria, 1982, Royal Roads, 1983, McMaster, 1983, U.N.B., 1984, Calgary, 1986. He has served as President of the Canadian Historical Association in 1968-69, Fellow Royal Society of Canada since 1962, Chairman Historic Sites and Monuments Board of Canada 1980-85.



J.M.S. Careless, Ph.D., O.C.

He was awarded Officer of the Order of Canada, 1981, Order of Ontario, 1987, National Heritage Award, 1987.

His many public services include: Director of the Ontario Heritage Foundation 1975-81 (member of preceding Ontario Historic Sites Board 1954-75); Trustee, Ontario Science Centre 1965-73; Trustee, Ontario Historical Studies Series since 1975; Member, Ontario Commission on Post-Secondary Education, 1969-73; Member, Historic Sites and Monuments Board 1972-85. He also served as Chairman of the Multicultural History Society of Ontario from 1977-88; co-editor, *Canadian Historical Review* 1948-58; advisor, National Film Board historical series 1961-66; consultant, National Museum of Man urban historical series 1976-82; and variously of numbers of CBC and TVO radio or television scripts. He has served as Chairman of the Ontario Historical Studies Series since 1982.

J.M.S. Careless has travelled and lectured in Canada, United States, Great Britain, Australia, India, and Japan. He has served as the Canadian editor for the *Book of Knowledge*, and participated in varied radio and television programmes, as well as maintaining a major concern with teaching and writing Canadian History.



P.O. Box 47594, Centre Mall
Hamilton, Ontario L8H 7S7

3.

August 12, 1992

Ms. Susan Reeder,
Secretary, Finance & Administration Committee,
City of Hamilton,
City Hall,
71 Main St. W.
Hamilton, Ont.
L8N 3T4

Dear Ms. Reeder:

The Hamilton District Autobody Repair Association (HARA) represents over 130 businesses in the local area. Our members have expressed concerns regarding accident scene solicitation and have supported regulatory activities by the Police and the municipal licensing authorities in Hamilton-Wentworth. I would ask that our Association be allowed as a delegation at the next Finance and Administration Committee meeting at 9:30 a.m. on Thursday, August 20, 1992.

We will be requesting of the Committee their support for a modification of towing by-law #79-323 to read:

"No person shall solicit the hiring of a tow-truck or offer any services, including autobody repairs, mechanical repairs or car rentals while that person is within 200 metres of;

- a) the scene of a motor vehicle accident, or apparent accident, or
- b) a motor vehicle involved in an accident on a highway."

HARA is opposed to any solicitation at the scene of an accident. We feel that individuals involved in an accident are usually suffering distress and should not be pressured into making decisions at that time.

Sincerely,


John Norris
Executive Director, H.A.R.A.

copy- Victoria Johnson--Discount Car and Truck Rental
Con Stevenson--Thrifty Car Rental
George Kythreotis--Agency Rent-a-Car
Suzanne Lizotte--Ministry of Consumer and Commercial Relations
Leo Laviolette--Hamilton Automobile Club



The Regional Municipality of Hamilton-Wentworth POLICE SERVICES BOARD

3a

July 28, 1992

JUL 29 1992

Ms. Susan Reeder
Secretary,
Finance and Administration Committee
City of Hamilton
Hamilton City Hall

Dear Ms. Reeder:

**Re: Proposed Amendments to By-law 79-323
to discourage solicitation at accident scenes**

This is to advise that the the Regional Municipality of Hamilton-Wentworth Police Services Board, at its meeting held July 16, 1992, heard a presentation from Mr. John Norris, Executive Director of the Hamilton and District Auto Repair Association, respecting the concerns his members had regarding accident scene solitation by tow truck owners and operators.

It was the decision of the Board to support Mr. Norris' request of the Finance and Administration Committee for the City of Hamilton, to amend the current municipal by-law, 79-323, to prohibit all accident scene solicitation for tow truck or any offer of services, including auto body repairs, mechanical repairs, or car rentals.

It would be greatly appreciated if you would bring this matter to the attention of the members of the Finance and Administration Committee at your earliest convenience.

Thanking you in advance for your co-operation, I remain,

Yours truly,

Robert C. Prowse
Secretary
Police Services Board

cc: Mr. John Norris, Executive Director, Hamilton and District Auto Repair Association

Board Members

Terry Cooke, Chairman

Sharon Laffrenier

Patricia Saunders

Peter Shebib

R. J. (Reg) Whynott

Robert C. Prowse, Secretary

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1992 AUGUST 20TH

CONSENT AGENDA

A. ADOPTION OF THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the Regular Meeting held Thursday, 1992 July 23rd and minutes of the Special meeting held Tuesday, 1992 July 28th.

B. CITY CLERK

Use of City Hall Facilities

- (i) Hamilton Heritage Week Committee.
- (ii) Advertising and Sales Club Ace Awards.
- (iii) McMaster University Art Gallery.
- (iv) The Women's Trust.

Special Occasion Permit

- (v) Hellenic Community of Hamilton and District Community Festival.

Civic Awards

- (vi) Hamilton Hoppers Skipping Club.
- (vii) Hamilton-Wentworth Aquatic Club.
- (viii) Hamilton Synchronized Swimming Team.
- (ix) Hamilton and District Five Pin Bowlers Association.

C. COMMISSIONER OF HUMAN RESOURCES

Appointments To and Terminations From Permanent Positions with the Corporation of the City of Hamilton to 1992 August 12.

D. MANAGER OF PURCHASING

- (i) Maintenance of Ice Making Equipment at nine (9) City owned arenas during 1992, 1993 and 1994.
- (ii) Supply and Delivery of Fine Paper as and when required for a twelve (12) month term.

E. CITY SOLICITOR

Authorization By-laws

- (i) Restoration of the Steam Museum Pumphouse (and chimney).
- (ii) Harbourfront Park Remedial Action - Stage 2 (capping).
- (iii) Replacement of major building components.
- (iv) Construction of T.B. McQueston Park as a Horticultural Park.
- (v) Development of Sports Facilities at Olympic Park and Turner Farm Park.
- (vi) Renovations to the first floor of the Central Library.
- (vii) Expansion of the Concession Street Library.

Amendment By-laws

- (viii) Flea Market Licences.
- (ix) Transient Vendors Licences.

F. TREASURER

- (i) Funding - Option to Purchase Agreement - Roadway Purposes - 643 Rymal Road West - Caterina Battaglia - Proposed Extension of Upper Paradise Road.
- (ii) 1992 Servicing Expenditures related to Subdivisions - "Agrigento Gardens".
- (iii) Information - Status of Unclassified Revenue and Expenditures as at 1992 July 31st.
- (iv) Information - Status of Hosting, Receptions and Related Accounts.

G. RESOLUTION

City of Burlington - LaSalle Park. (For Information)

Thursday, 1992 July 23
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman Don Ross, Chairperson
Alderman Bob Charters, Vice-Chairperson
Mayor Robert Morrow
Alderman Copps
Alderman Agro
Alderman Agostino
Alderman Drury
Alderman Anderson
Alderman Cooke

A.

Also present: Joe Pavelka, Chief Administrative Officer
Dan Vyce, Director of Property
Jim Hindson, Director of Information Systems
John Johnston, Commissioner of Human Resources
Joe Schatz, City Clerk
Roy Hammell, Treasury Department
Tony Bordonaro, Regional Engineering Department
Dennis Carson, Mayor's Executive Assistant
Cheryl York, Culture and Recreation Department
Charlene Coutts, Acting Secretary

1. PRESENTATION

Property Department

As per Alderman Ross' request of all Departments, Sub-Committees, Task Forces, Boards and Commissions that report to the Finance and Administration Committee, Dan Vyce made a brief presentation on the Property Department.

Mr. Vyce presented an overview of the structure of the Property Department including the Architectural Division, Property Maintenance Division, Real Estate Division and the Central Utilities Plant.

Of the many projects being undertaken by the Property Department, the Committee was advised that the Department is looking at ways of saving energy and taking advantage of Ontario Hydro's Rebate Program; investigating the privatization of the caretaking services at the Board of Education/Recreation Centres; investigating the direct purchase of Natural Gas which would save the City approximately 10% - 12% off its current gas bill; resolving the problems of the Architectural Division as a result of this Division being capitalized; and, working with a Senior Building Inspector on loan from the Building Department to work on free design work which has resulted in a First Draft of a Study for all Culture and Recreation buildings.

Alderman Drury questioned Mr. Vyce on the status of the preparation of a Real Estate Registry listing all of the properties that the City of Hamilton owns, and Mr. Vyce stated that this is a major project and would require additional staff such as a summer student to complete this project.

Mayor Morrow complimented Mr. Vyce on his Department's initiatives.

2. DELEGATIONS

a) Mayor Morrow - James Street Baptist Church

The Committee agreed to add this delegation to the agenda at the Mayor's request.

Mayor Morrow brought to the Committee's attention that James Street Baptist Church is experiencing financial difficulties and has made application to the Province for funding for needed renovations to the Church, however, they were unsuccessful in their funding request.

Mayor Morrow advised Committee members that the James Street Baptist Church is requesting that the loan payments on their Community Heritage Trust Fund Loan from the City be reduced or deferred until the Church is in a more stable financial position.

Mrs. Pauline Baskerville, Moderator for the James Street Baptist Church, was also in attendance to advise Committee Members of the Church's present financial position and to ask for the Committee's support to see them through this difficult period.

After some discussion, the Committee approved the following recommendation:

That the Chief Administrative Officer and the Treasurer prepare a report on the possible deferral of payment by the James Street Baptist Church on their Community Heritage Trust Fund Loan to the City and that this report be prepared before the next meeting of City Council.

Mrs. Baskerville thanked the Committee for their consideration to defer the loan payment until all of their financial requirements at the Bank are in order.

b) Report - Treasurer - Theatre Terra Nova/Theatre Focus (Hamilton) Inc.

The Committee was in receipt of a report dated 1992 July 9 from the Treasurer respecting the monthly mortgage payments due to the City from Theatre Terra Nova/Theatre Focus (Hamilton) Inc.

Mr. Raymond Gamble, President, and Mr. Sean Selway, Past President of Theatre Terra Nova, were in attendance to support the Treasurer's recommendation that the monthly mortgage payments be reduced from \$1,339. to \$100. per month.

Mr. Gamble added that Theatre Terra Nova is trying to raise money through bingos and donations but are still having problems in making their rent payments.

Alderman Agostino suggested that staff investigate alternate uses for this building to see if it would be possible to use this facility at a shared cost, similar to West Avenue School.

Dan Vyce, Director of Property, advised Committee Members that the market value of this building is available and is much less than the property transaction in 1990. After considerable discussion, the Committee agreed to

amend the staff recommendation to allow the reduced monthly payments for a six month period and approved the following recommendation:

- (a) That the monthly mortgage payments due the City from Theatre Terra Nova/Theatre Focus (Hamilton) Inc. be reduced temporarily for a period of commencing 1991 November 1 to 1992 June 1 (inclusive) and a further 6 months to 1992 December 1 from the present amount of \$1,339. to a new amount of \$100. per month on the following conditions:
 - (i) that the borrower enters into a Mortgage Amending Agreement with the City;
 - (ii) that the Mortgage Amending Agreement permit the borrower to have the reduced monthly payment as indicated above;
 - (iii) that the Mortgage Amending Agreement is prepared by the borrower's solicitor in a form satisfactory to the Law Department;
 - (iv) that the borrower's solicitor certify to the City that the Mortgage Amending Agreement has been duly authorized, executed and registered by the borrower and is enforceable according to its terms.
- (b) That the amount of \$625.51 received on 1991 November 1 be used to pay for the monthly payments of \$100., if approved, for 1991 November 1 to 1992 February 1 and any outstanding interest due to delayed payment and the balance of the funds be used towards the outstanding property taxes.
- (c) That the City Treasurer be directed to report back to the Finance and Administration Committee should Theatre Terra Nova/Theatre Focus (Hamilton) Inc. not resume regular monthly mortgage payments of \$1,339. per month as of 1993 January 1, as outlined in the original mortgage dated 1990 August 30.
- (d) That staff be directed to investigate alternative uses for this building which can be considered in the event that Theatre Terra Nova is unable to assume regular monthly mortgage payments as of 1993 January 1.
- c) Alderman Copps and Tony Bordonaro - Smoking By-law Amendment Re: Size of No Smoking Signs

The Committee was in receipt of a memorandum dated 1992 July 23 from the City Clerk respecting No Smoking Signs.

Alderman Copps and Tony Bordonaro, Regional Engineering Department, appeared before the Committee to ask that all No Smoking Signs be enlarged for the visually impaired and elderly citizens. Alderman Copps stated that there are presently two sizes of No Smoking Signs mentioned in the By-law and asked that there be one standard size, being the larger of the two existing signs.

The City Clerk advised Committee Members that the City and a number of other vendors sell the No Smoking Signs and agreed to contact all vendors to advise them not to sell any of the smaller signs until this matter is resolved.

Alderman Ross suggested that the effective date for this change to the By-law be 1993 January 1, however, the Committee felt that the parties involved should meet to formulate specific recommendations, and the Committee approved the following:

That this matter be referred back to staff to meet Alderman Copps, Tony Bordonaro and Alderman Ross to formulate specific recommendations on the size of the symbol and lettering on No Smoking Signs for presentation at the next Committee meeting.

d) Alderman Agro and Alderman Agostino - Re: Assessment Value of 240 Quigley Road

The Committee was in receipt of a letter dated 1992 July 20 from Alderman Agro to Alderman Agostino enclosing copies of correspondence dealing with the Assessment Value of 240 Quigley Road.

Mr. Sam Floyd, one of the property owners at 240 Quigley Road appeared before the Committee to express his concerns that the building is unfairly assessed. Mr. Floyd advised Committee Members that he spoke to the Assessment Office who admitted that the assessed value of this property was incorrect; however, no action has been taken to correct this error. Mr. Floyd admitted that he knew that the deadline for appealing the assessment value was 1992 January 7 but given that the Assessment Office told him that the assessed value was incorrect, he feels that he should still have an opportunity to appeal the property's assessed value.

Alderman Agro wanted the Committee to help Mr. Floyd resolve this matter and the Committee approved the following recommendation:

That the Chief Administrative Officer meet with the Assessment Commissioner and the owner of the property, Mr. Sam Floyd, to resolve this matter.

The Committee then recessed because of a security problem in the building and reconvened at 2:30 p.m.

3. CONSENT AGENDA

A) ADOPTION OF THE MINUTES

The Committee was in receipt of the minutes of the regular meeting of the Finance and Administration Committee held 1992 June 25 and these minutes were adopted as circulated.

B) MANAGER OF PURCHASING

i) Replacement of One (1) Chassis Mounted Aerial Device With Chipper Body, Unit 9627, Fleet Services.

The Committee was in receipt of a report dated 1992 June 26 from the Manager of Purchasing respecting the above-noted matter. The Committee approved the following recommendation:

- (a) That a purchase order be issued to King Equipment Manufacturing, Woodstock, in the amount of \$103,483., including all taxes and trade-in, being the lowest of six tenders received for the replacement of One (1) Chassis Mounted Aerial Device with Chipper Body, Unit #9627, Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH 5X503 00101.
- (b) That there is a five month delivery time, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

ii) POOL VENTILATION, WESTMOUNT RECREATION CENTRE

The Committee was in receipt of a report dated 1992 July 15 from the Manager of Purchasing respecting the above-noted matter. The Committee approved the following recommendation:

- (a) That a purchase order be issued to Superior Boiler Works & Welding Ltd., Hamilton, in the amount of \$55,013.50 including all taxes to renovate the pool ventilation system at Westmount Recreation Centre being the lowest of four quotations received, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation and that this expenditure be financed through Operating Supplies Account No. CF 57255 319241002.
- (b) As this work must be done by mid-September and there is a 6-week delivery time, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

C) CITY CLERK

i) Civic Award - Carl Seifried - Ontario Senior Men's Handball Championship

The Committee was in receipt of a report dated 1992 July 8 from the City Clerk respecting the above-noted matter. The Committee approved the following recommendation:

That a ruby insert for a previously awarded civic gold ring be awarded to Karl Seifried, Head Coach of the Ontario Senior Men's Handball Team for winning the Canadian National Handball Championships held in Regina, Saskatchewan on 1992 May 15 - 17.

ii) Civic Awards - Hamilton Hoppers Skipping Club

The Committee was in receipt of a report dated 1992 July 13 from the City Clerk respecting the above-noted matter.

Alderman Drury expressed some concern in approving this Civic Award request given that the Civic Awards budget is in overdraft. After some discussion, Alderman Drury moved the following:

That the Hamilton Hoppers Skipping Team be awarded Certificates of Recognition for winning the 1992 Ontario Provincial Championships held in Hamilton in 1992 April. - **Motion Lost.**

The Committee then approved the following recommendation:

- (a) That civic silver pins be awarded to the following members of the Hamilton Hoppers Skipping Team for winning the 1992 Ontario Provincial Championship held in Hamilton in 1992 April:

Devin Misener	Shannon Crawford
Jennifer Feruglio	Melissa Eason
Michelle Wright	Sherri McCullough
Shelly Rolph	Tracy Bellemare
Jaclyn Duchesne	Stephanie Smith

- (b) That civic silver rings be awarded to the following members of the Hamilton Hoppers Skipping Team for winning the 1992 Canadian Championship held in Montreal in 1992 May:

Jaclyn Duchesne	Stephanie Smith
Shannon Crawford	

D) COMMISSIONER OF HUMAN RESOURCES

i) Appointments To and Terminations From Permanent Positions with the Corporation of the City of Hamilton to 1992 July 15

The Committee was in receipt of a report dated 1992 July 14 from the Commissioner of Human Resources respecting the above noted matter. The Committee approved the following recommendation:

That the Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to 1992 July 15, attached herewith and marked Appendix "A", be approved.

ii) Contract Settlement - International Brotherhood of Electrical Workers Local 105, Hamilton

The Committee was in receipt of a report dated 1992 July 14 from the Commissioner of Human Resources respecting the above-noted matter. The Committee approved the following recommendation:

That the contract settlement of The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton, attached herewith and marked Appendix "B", be received pursuant to the Fair Wage Policy of the City of Hamilton.

E) CITY SOLICITOR

i) By-law to Replace Pool Filtration System and Piping at Jimmy Thompson Pool

The Committee was in receipt of a report dated 1992 July 13 from the City Solicitor respecting the above noted matter. The Committee approved the following recommendation:

That the attached By-law to authorize the replacement of the Pool Filtration System at Jimmy Thompson Pool be forwarded to City Council for approval.

ii) Information Report - Open Local Government Proposal

The Committee was in receipt of an Information Report dated 1992 July 15 from the City Solicitor respecting the above-noted matter. This report was received as circulated.

iii) Information Report - Canadian Bar Association - Central and Eastern European Legal Internship

The Committee was in receipt of an Information Report dated 1992 July 14 from the City Solicitor respecting the above-noted matter. This report was received as circulated.

F) CANUSA GAMES BOARD OF DIRECTORS

Use of City Hall Forecourt for Torch Run Send Off for 35th Annual Canusa Games - 1992 August 6

The Committee was in receipt of a report dated 1992 July 14 from the Secretary of the Canusa Games Board of Directors respecting the above-noted matter. The Committee approved the following recommendation:

That approval be given to the Canusa Games Board of Directors to use the City Hall forecourt on Thursday, 1992 August 6 from 11:00 a.m. to 1:00 p.m. for the purpose of sending off the torch runners who will carry the torch from Hamilton, Ontario to Flint, Michigan in conjunction with the 35th Annual Canusa Games to be held in Flint, Michigan from 1992 August 7-9.

G) DIRECTOR OF PROPERTY

Purchase of Land from Union Gas Limited Located East of Kinrade between Barton Street and Cannon Street

The Committee was in receipt of a report dated 1992 July 16 from the Director of Property respecting the above-noted matter. The Committee approved the following recommendation:

That an Option to Purchase, executed by Union Gas Limited (D.J. Moore, Vice-President and R.S. Valdis, Assistant Secretary) on 1992 June 29, and scheduled for closing on or before 1992 November 9, for the purchase of a parcel of land located east of Kinrade Avenue between Barton Street and Cannon Street, measuring 11 feet (3.35 metres), by 11 feet (3.35 metres), be approved and completed, and the purchase price of \$1. be charged to Account No. CH 4X501 00102 (Sale of Land - Property Purchases). Subject parcel is surplus to Union Gas requirements and is located in the Municipal Parking Lot at this location.

H) DIRECTOR OF INFORMATION SYSTEMS

i) Digital Equipment File Server Maintenance

The Committee was in receipt of a report dated 1992 July 15 from the Director of Information Systems respecting the above-

noted matter. The Committee approved the following recommendation:

- (a) That a purchase order be issued to Digital Equipment Corporation in the amount of \$2,785. per month (plus Taxes) for the on-going maintenance of Digital Equipment Fileservers and Software.
- (b) That annual increases in maintenance costs in 1993 and 1994 be permitted provided that they do not exceed the Consumer Price Index or inflation. Funds provided from Account No. CH 57138 26032 (Hardware Maintenance).

ii) Suppliers from Micro Computer Workstations and Printers

The Committee was in receipt of a report dated 1992 July 15 from the Director of Information Systems respecting the above-noted matter. The Committee approved the following recommendation:

- (a) That Microcomputer workstations and printers be acquired in accordance with the following:

<u>Description</u>	<u>Supplier</u>	<u>Price</u>	<u>Comment</u>
Panasonic 386-SX25 Microcomputers	4 Office Automation Burlington	\$ 1,539.	lowest acceptable of 27 proposals
Hewlett Packard IIP printers	Tristar Hamilton	\$ 1,163.	lowest acceptable of 12 proposals

- (b) That funding be provided from Account No. CH 56605 26032 (Workstation Leasing).

iii) Acquisition of Computer Software - CSP/ADE from Kimberly Clark Computer Systems

The Committee was in receipt of a report dated 1992 July 15 from the Director of Information Systems respecting the above-noted matter. The Committee approved the following recommendation:

- (a) That a purchase order be issued to Kimberly Clark Computer Services, (KCCS) sole supplier, in the amount of \$75,000. U.S. for the acquisition of CSP/ADE (Cross System Product/ADE) Software. Funds provided from Account No. CH 56005 25415 (Computer Software - Tax Project).
- (b) That the software licensing agreement be in a form satisfactory to the City Solicitor.

- (c) That a purchase order with an upset limit of \$25,000. U.S. be issued to KCCS for the staff training required to use the CSP/ADE software. Funds provided from Account No. CH 55204 26018 (Training-Contractual).

iv) Leasing Supplier For Microcomputer Workstations and Printers

The Committee was in receipt of a report dated 1992 July 15 from the Director of Information Systems respecting the above-noted matter. The Committee approved the following recommendation:

- (a) That Scott Computer Leasing of Mississauga provide leasing services for microcomputer workstations and printers at the rate of \$28.90 /\$1,000./month for 36 months (the lowest of six proposals received).
- (b) That the term of the lease agreement with Scott be to 1994 November 30, with an option in favour of the City to extend for the balance of the lease term.
- (c) That decisions to lease or purchase be made in each case, in consultation with the Treasurer.
- (d) That the master lease agreements be in a form satisfactory to the City Solicitor (the City of Hamilton is the lessee).
- (e) That funding be provided from Account No. CH 56605 26032 (Workstation Leasing).

I) CITY TREASURER

i) Funding - Proposed Construction of Sidewalks as Local Improvements on Limeridge Road, East of Upper Wellington Street

The Committee was in receipt of a report dated 1992 July 13 from the Treasurer respecting the above-noted matter. The Committee approved the following recommendation:

That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the following projects:

- (a) Limeridge Road north side from approximately 400 m east of Upper Wellington Street to approximately 127 m easterly - independent concrete sidewalk at an estimated gross cost of \$21,000. with a City's share of \$10,860.80 to be financed from 1992 Capital Levy and the balance of \$10,139.20, being the Owner's share, to be

financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$10,139.20 for a term not to exceed 20 years for the above project.

- (b) Limeridge Road south side from Upper Wellington Street to approximately 263 m easterly and from approximately 376 m east of Upper Wellington Street to approximately 69 m easterly - independent concrete sidewalk at an estimated gross cost of \$50,000., with a City's share of \$23,440. to be financed from 1992 Capital Levy and the balance of \$26,560., being the Owner's share, to be financed by the issuance of debenture for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$20,560. for a term not to exceed 20 years for the above project.

ii) **Funding - 1992 Servicing Expenditure Related to Sub-Divisions**

The Committee was in receipt of a report dated 1992 July 17 from the Treasurer respecting the above-noted matter. The Committee approved the following recommendation:

The City's share of services for the following Sub-Divisions in the total amount of \$76,422.78 be financed from the Reserve for City's Share of Service through unsubdivided lands up to the amounts available and the remaining balance from the Reserve for Capital Projects:

- (a) "The Gardens of Rymal - Phase 3" - City's share \$5,479.45
- (b) "The Gardens of Rymal - Phase 4" - City's share \$8,317.73
- (c) "Rymal Square Estates - Phase 3" - City's share \$62,625.60

4. **DIRECTOR OF PROPERTY**

City Hall Cafeteria - Asbestos Removal

The Committee was in receipt of a report dated 1992 July 17 from the Director of Property respecting the above-noted matter. The Committee approved the following

recommendation:

- a) That approval be given to issue a purchase order for \$24,157., to cover the costs of extra work performed by Power Vac. in connection with the removal of asbestos from the City Hall cafeteria.
- b) That the cost of undertaking this work be charged to Account No. CF 5255 319041007 (Asbestos Abatement Programme).

5. SINGLE-TIER BUREAUCRACY REVIEW STEERING COMMITTEE

Single-Tier Administration - A Discussion Paper

The Committee was in receipt of a memorandum dated 1992 July 10 from the Secretary of the Single-Tier Bureaucracy Review Steering Committee asking for the Committee's comments on a Joint Report dated 1992 July 3 from the Chief Administrative Officers of the Region and the City of Hamilton dealing with the subject matter which was presented to the Single-Tier Bureaucracy Review Steering Committee at its meeting held 1992 July 9. The Committee agreed to table this matter to the next meeting.

6. CITY CLERK

a) Authorization to Attend a Ministry of Municipal Affairs Conference

The Committee was in receipt of a report dated 1992 July 8 from the City Clerk respecting the above-noted matter. After some discussion, the Committee approved the following recommendation:

That up to four (4) members of City Council be authorized to attend the 1992 South-Central Ontario Municipal Conference: A Training and Developmental Opportunity being hosted by the Ministry of Municipal Affairs at the Royal Connaught Hotel in Hamilton on 1992 October 28 and 29.

b) Flea Markets

The Committee was in receipt of a report dated 1992 July 16 from the City Clerk respecting the above-noted matter. The Committee agreed to amend the staff recommendation to make the new annual licence fee effective 1992 January 1 and to place a requirement on the Flea Market owners to ensure that individual stallholders are licensed. Given these two amendments, the Committee approved the following recommendation:

- (a) That effective 1992 January 1, the annual licence fee for Flea Market Owners be reduced to \$400.;
- (b) That all Hamilton Flea Market Owners be required to ensure that all individual stallholders are licenced pursuant to Hamilton Licence By-law No. 79-323.
- (c) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law No. 79-323 to reflect these changes.

c) Transient Traders

The Committee was in receipt of a report dated 1992 July 16 from the City Clerk respecting the above-noted matter.

As a number of individuals wishing to speak on this matter were in attendance at the meeting, the Committee agreed that although this matter did not appear on the agenda as a delegation, that a five minute delegation would be allowed.

Mr. Bryan Servos, 280 Barton Street East, appeared before the Committee and stated that he hopes that the number of Transient Traders will be reduced and that a hefty fine is given for those Transient Traders operating illegally.

Mrs. Florence Urban, 232 Gibson Avenue also appeared before the Committee and stated that as a vendor, she does not feel that the \$500. licence fee for a three month period is fair and would be too expensive for most Transient Traders.

The City Clerk clarified that the three month period will be three months from the date of application and that the \$500. licence fee is the maximum amount that the City can charge under the Municipal Act with the three month period being the minimum time frame for which the Municipality can licence Transient Traders. Mr. Schatz, City Clerk, added that the necessary enforcement of the By-law will be in place.

After considerable discussion, the Committee approved the following recommendation:

- (a) That the licence fee for each location be \$500. for 3 months for Transient Traders;
- (b) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law No. 79-323 to reflect this change.

7. REFERRALS FROM CITY COUNCIL

a) Resolution from the City of Stoney Creek Regarding the Playing of the National Anthem "O Canada" at the Beginning of Each Council Meeting

The Committee was in receipt of a memorandum dated 1992 July 3 from the Acting City Clerk respecting a resolution from the City of Stoney Creek regarding the playing of the National Anthem "O Canada" at the beginning of each Council Meeting which City Council at its meeting held 1992 June 30 referred to the Finance and Administration Committee. The Committee approved the following recommendation:

That the following resolution from the City of Stoney Creek respecting the playing of the National Anthem "O Canada" at the beginning of each Council meeting be received:

WHEREAS Stoney Creek is the home of Canada
Flag Day, and

WHEREAS Stoney Creek is a proud and patriotic city, and

WHEREAS "O Canada" is our National Anthem, and

WHEREAS it is important to set a positive example in our community;

NOW THEREFORE BE IT RESOLVED: that the National Anthem "O Canada" be played at the beginning of each Council meeting in the City of Stoney Creek and further that this recommendation be circulated to all Regional and City Councils, in the Province of Ontario, with populations over 50,000, in the hope that they will support this motion, or adopt a similar resolution.

b) **Resolution From the Town of Ancaster Respecting Bell Canada - Regional Long Distance Telephone Charges - Petition For Local Toll Free Calling**

The Committee was in receipt of a memorandum dated 1992 July 3 from the Acting City Clerk respecting a resolution from the Town of Ancaster respecting Bell Canada - Regional Long Distance Charges - Petition For Local Toll Free Calling which City Council at its meeting held 1992 June 30 referred to the Finance and Administration Committee. The Committee approved the following recommendation:

That the following resolution from the Town of Ancaster respecting Bell Canada - Regional Long Distance Telephone Charges - Petition for Local Toll Free Calling be received:

WHEREAS Bell Canada provides communication services to the citizens of the Regional Municipality of Hamilton-Wentworth, and

WHEREAS the Canadian Radio-television and Telecommunications Commission regulates the expansion of services by Bell Canada for Local Toll Free Calling, and

WHEREAS the Regional Municipality of Hamilton-Wentworth is a community legally incorporating the local municipalities of Ancaster, Dundas, Flamborough, Glanbrook, Stoney Creek and Hamilton for the purposes of government, and

WHEREAS the local municipalities have a duty to ensure that their citizens are provided the most beneficial and economical services available, and

WHEREAS Bell Canada, through the CRTC, provides communications to the citizens of the local municipalities, and

WHEREAS the citizens of the Region of Hamilton-Wentworth have a need to intercommunicate, and will receive a real benefit by being able to do so between each municipality without the need for Long Distance Charges.

THEREFORE, BE IT RESOLVED:

1. That the Council of the Corporation of the Town of Ancaster petition the CRTC to grant Bell Canada permission to establish Local Toll Free Calling between all the Municipalities and citizens in the Hamilton-Wentworth Region as soon as possible, and Bell Canada be advised of our action in this regard.
2. That a copy of this resolution be forwarded to the Council of the Regional Municipality of Hamilton-Wentworth and the Councils of the Area Municipalities within the Region, requesting their endorsement.

8. RESOLUTIONS

a) **Regional Municipality of Niagara - Bell Canada Proposal to Increase Local Channel Circuits**

The Committee was in receipt of a letter dated 1992 June 6 from the Clerk of the Regional Municipality of Niagara asking that their Resolution respecting increased local Channel Circuits by Bell Canada be supported. The Committee was also in receipt of a report dated 1992 July 15 from the Director of Information Systems recommending that Council support the Regional Municipality of Niagara's Resolution as indicated above. The Committee approved the following recommendation:

- (a) That Council support the following resolution of the Regional Municipality of Niagara which requests the Canadian Radio-Television and Telecommunications Commission (CRTC) to defer approval of a Bell Canada rate increase for local channel circuits until further information has been provided and provision is made for municipalities to appeal the proposed increases:
 - (i) That the Canadian Radio-Television & Telecommunications Commission (C.R.T.C.), be requested to defer any decision on proposals submitted by Bell Canada for increases in local channel rates until Bell Canada provides full information to municipalities and government agencies serviced by Bell Canada, and these customers are provided an opportunity to appeal the proposed increases;
 - (ii) That the resolution of Council be circulated to the 12 local area municipalities in Niagara, the Association of Municipalities of Ontario, and all municipalities throughout the Province with a population in excess of

50,000, with a request that they support the resolution and convey their support to the C.R.T.C.

- (b) That Council's resolution be forwarded to AMO (The Association of Municipalities of Ontario) for their information.

b) **Town of Capreol Respecting Public Safety**

The Committee was in receipt of a letter dated 1992 June 10 from the Mayor from the Town of Capreol asking for the Committee's consideration of a resolution respecting the present criminal justice system in Canada that the Town of Capreol adopted at its meeting held 1992 May 25. The Committee approved the following recommendation:

That the following resolution from the Town of Capreol respecting the present Criminal Justice System in Canada be received:

WHEREAS a number of innocent citizens in this country lose their lives every year at the hands of violent criminals while out on bail;

AND WHEREAS the present criminal justice system in Canada does not provide for sufficient safeguards and restrictions on the conditional release of criminals on bail;

BE IT THEREFORE resolved that the Municipal Council of the Town of Capreol hereby petitions the Parliament of Canada to recognize that crimes of violence against a person are serious and abhorrent to society and to amend the Criminal Code of Canada, the Bail Reform Act and the Parole Act accordingly to ensure that no criminals are released without bail hearings presided over by judges and in such a manner and under such conditions to ensure the public's safety.

FURTHERMORE that this resolution be submitted to the local Member of Parliament and to all municipalities in Ontario for support.

9. **CITY SOLICITOR**

Information Report - Tender; Data Centre Renovations Bid Bond; Finspan Construction Limited

The Committee was in receipt of an Information Report dated 1992 July 14 from the City Solicitor respecting the above-noted matter. The Committee received this report as circulated.

10. COMMISSIONER OF HUMAN RESOURCES

a) Staffing Classification - City Clerk's Department

The Committee was in receipt of a report dated 1992 July 14 from the Commissioner of Human Resources respecting the above-noted matter. The Committee approved the following recommendation:

That the salary classification for the following non-union position in the City Clerk's Office be approved in accordance with the recommendation made by the City Core Group:

<u>Position Title</u>	<u>Function</u>	<u>Grade</u>	<u>Salary</u>
Chief Licence Inspector	Supervisor of Licence Inspectors; Co-ordination and direction of enforcement of licence by-laws; Prepare and conduct show cause hearings for the Licence Division.	L	\$43,484.48- \$51,205.44

b) Hamilton Board of Education - Co-operative Education Programme

The Committee was in receipt of a report dated 1992 June 22 from the Commissioner of Human Resources respecting the above-noted matter. The Committee approved the following recommendation:

That the City of Hamilton enter into a co-operative education programme with the Board of Education (Parkview Secondary School) to designate the City of Hamilton as a Training Station and that the Chief Administrative Officer execute the agreement in a form satisfactory to the City Solicitor.

c) Salary Classification - Manager of Administration, Traffic Department

The Committee was in receipt of a report dated 1992 July 13 from the Commissioner of Human Resources respecting the above-noted matter. The Committee approved the following recommendation:

That the following salary classification be approved:

<u>Position Title</u>	<u>Function</u>	<u>Grade</u>	<u>Salary</u>
Manager of Administration (formerly Office Manager II)	Manage and co-ordinate the provision of administrative services for the Traffic Department.	K	\$47,412.56- \$55,811.08 per annum

11. COMMISSIONER OF HUMAN RESOURCES/CITY SOLICITOR

Re-organization - Law Department

The Committee was in receipt of a report dated 1992 July 2 from the Commissioner of Human Resources and the City Solicitor respecting the above-noted matter. Alderman Drury requested clarification on the proposed re-organization and Peter

Barkwell, Law Department advised that there will be no net change in staff complement as a result of this reorganization. The Committee approved the following recommendation:

- (a) That the Law Department be restructured along the lines recommended by the Comprehensive Audit Report to reflect well-defined areas of service delivery, replacing the present extended structure.
- (b) That the new organizational structure include the following staffing adjustments:

<u>Position Title</u>	<u>Increase</u>	<u>Decrease</u>
Legal Assistant		1
Administrative Assistant		1
Stenographer I		1
Paralegal/Prosecutor	2	
Administrative Co-ordinator	1	

Net change in staff complement - Nil

- (c) That the two new positions be classified in the following manner as recommended by the Core Group:

<u>Title</u>	<u>Purpose</u>	<u>Salary Schedule</u>
Paralegal/Prosecutor	To conduct title searches, handle first appearances, guilty pleas and trials in Provincial Offenses Court.	"N" \$37,794. - \$44,568.

<u>Title</u>	<u>Purpose</u>	<u>Salary Schedule</u>
Administrative Co-ordinator	Manage and co-ordinate administrative services in the Law Department, including budget control, staff supervision and training.	"M" \$40,640. - \$47,819.

- (d) That the following title changes, resulting from the reorganization, be approved:

<u>From</u>	<u>To</u>
Manager of Legal Services	Senior Solicitor
Manager of Property Law	Senior Solicitor

12. TREASURER

a) Information Report - Status of Unclassified Revenue and Expenditures as at 1992 June 30

The Committee was in receipt of an Information Report dated 1992 July 9 from the Treasurer respecting above-noted matter. This Information Report was received as circulated.

b) Information Report - Status of Hosting, Receptions and Related Accounts

The Committee was in receipt of an Information Report dated 1992 July 9 from the Treasurer respecting the above-noted matter. The Committee received this Information Report as circulated.

c) Information Report - Status of Realty and Business Tax Arrears and Tax Collection Procedures

The Committee was in receipt of an Information Report dated 1992 July 16 from the Treasurer respecting the above-noted matter. The Committee agreed to table this report to the next Committee meeting.

13. PRIVATE AND CONFIDENTIAL AGENDA

The Committee then adjourned to meet *in camera* to discuss a number of private and confidential items.

The Committee then moved back into regular session and approved the following:

AA) COMMISSIONER OF HUMAN RESOURCES/CITY SOLICITOR

Severance Issue

That the matter respecting a severance issue be tabled until the next meeting.

BB) CITY SOLICITOR/DIRECTOR OF PUBLIC WORKS

(i) Settlement of Claim - City of Hamilton - ATS Rizzo

(a) That the City of Hamilton resolve Ontario Court (General Division) Action No. 20758/90 by the payment to the Plaintiffs, Rose Rizzo and Armando Rizzo, of the sum of \$25,000. inclusive of all damages, interest and costs.

(b) That the Plaintiffs be required a Full and Final Release in a form satisfactory to the Law Department.

(c) That Ontario Court (General Division) Action No. 20758/90 and any and all cross-claims shall be dismissed without costs.

(ii) Settlement of Claim - City of Hamilton - ATS Blair

(a) That the City of Hamilton resolve Ontario Court (General Division) Action No. 28871/91 by the payment to the Plaintiff, Janet Blair, of the sum of \$7,350. inclusive of all damages, interest and costs.

- (b) That the Plaintiff be required to sign a Full and Final Release in a form satisfactory to the Law Department.
- (c) That Ontario Court (General Division) Action No. 28871/91 and any and all cross-claims shall be dismissed without costs.
- (iii) Regional Assessment Commissioner No. 19, The Corporation of the City of Hamilton and the Regional Municipality of Hamilton-Wentworth versus Dofasco Inc.

That discussions be co-ordinated and undertaken by Mayor Morrow with the respective parties: Dofasco; the City; the Regional Assessment Office; and the Region to determine if there is an opportunity to resolve the matter respecting the Judgement of the Court of Appeal prior to exercising further legal avenues open to all parties and to report back to the Finance and Administration Committee and City Council.

14. OTHER BUSINESS

Second Hand Licences

Alderman Don Drury presented some correspondence that he had received respecting second hand licences. The Committee received this information as presented and asked that the Police Department prepare a full report outlining any concerns the Department may have on vendors coming into Hamilton to buy and sell jewellery on a day-to-day basis. The Secretary was directed to place this matter on the next agenda for consideration and discussion.

15. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved



Charlene J. Coutts, Acting Secretary

**Alderman Don Ross, Chairperson
Finance and Administration Committee**

Tuesday, 1992 July 28
7:00 o'clock p.m.
Room 233, City Hall

A Special Meeting of the Finance and Administration Committee was held.

There were present: Alderman Don Ross, Chairperson
Alderman Bob Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman Terry Anderson
Alderman Vince Agro
Alderman Geraldine Copps
Alderman Don Drury
Alderman Dominic Agostino

Regrets: Alderman Terry Cooke

Also present: Alderman Fred Eisenberger
Alderman Dave Wilson
Alderman Bernie Morelli
Patrice Noé Johnson, City Solicitor
Allan Ross, Treasurer
Robert Sugden, Director of Culture and Recreation
John Johnston, Commissioner of Human Resources
Dan Vyce, Director of Property
Gabe Macaluso, Managing Director/C.E.O. H.E.C.F.I.
Joe Schatz, City Clerk
Dennis Carson, Executive Assistant to the Mayor
Roy Hammel, Treasury Department
Peter Lampman, Building Department
Charlene Coutts, Acting Secretary

1. COMMUNITY HERITAGE TRUST FUND LOAN - JAMES STREET BAPTIST CHURCH

The Committee Secretary circulated a Private and Confidential Report dated 1992 July 28 from the Chief Administrative Officer and the City Treasurer respecting the above-noted matter. The Committee approved the following recommendation:

That the request from the James Street Baptist Church to defer payment on their principal portion of their Heritage Trust Fund Loan be approved for a period not to exceed two years. This will reduce the monthly payment from \$555.13 to \$214.63.

2. HAMILTON CANUCKS HOCKEY CLUB - PAYROLL DEDUCTION FOR CITY AND REGIONAL EMPLOYEES - MAYOR MORROW

Mayor Morrow introduced Gabe Macaluso, Managing Director/C.E.O. of H.E.C.F.I., who in turn introduced Matt Newsome, a representative from the Hamilton Canucks Hockey Club who asked the Committee to support their organization's request for payroll deduction for City and Regional employees to purchase Hamilton Canucks tickets.

Alderman Anderson also suggested that payroll deductions be introduced for Municipal Golf Courses for City and Regional employees. After some discussion, the Committee approved the following recommendation:

That the Treasurer and the Commissioner of Human Resources be authorized to accept applications from eligible employees who wish to purchase season's tickets to the Hamilton Canucks Hockey Club and/or memberships to either of the two civic golf courses, on a payroll deduction basis, provided:

- a) repayment by the employee would be in equal instalments to be fully paid no later than the end of the applicable season;
- b) any administrative costs associated with the Hamilton Canucks project will be recovered by the City by mutual agreement between the Treasurer and the Hamilton Canucks;
- c) promotional material with respect to this offer may be forwarded to employees with their pay cheques/stubs on a timely basis.

Alderman Copps wished to be recorded as opposed to payroll deduction for Municipal Golf Courses.

3. CANADIAN VIDEO CHALLENGE - MAYOR MORROW

Mayor Morrow introduced Allan Ailward and Paul Osbourne, organizers of the Canadian Video Challenge to be held in Hamilton on 1992 December 13. Mr. Ailward advised Committee Members that this video contest depicting Canadians and their ways of life in various communities across the country will be aired nation-wide on a special television show on 1992 December 13 celebrating Canada's 125th Birthday. The Committee was further informed that this event would be presided over by the Governor General of Canada and is sponsored by Sears Canada and Canada 125.

Alderman Copps requested a breakdown of the costs associated with this event and Mr. Ailward advised that the costs have not yet been determined; however, their Association will be making a full presentation to the Region's Economic and Development Committee in the near future.

Alderman Ross, on behalf of the entire Committee, congratulated Mr. Ailward and Mr. Osbourne for organizing this event.

4. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved



Charlene J. Coutts
Acting Secretary
1992 July 28

Alderman Don Ross, Chairperson
Finance and Administration Committee

CITY OF HAMILTON
- RECOMMENDATION -

B(i)

DATE: 1992 July 30

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J.J. Schatz
City Clerk

SUBJECT: Hamilton Heritage Week Committee
Use of City Facilities

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in authorizing the Hamilton Heritage Week Committee to use Committee Room 233 on Thursday, 1992 August 6 at 7:00 p.m. to prepare a proposal for a future official event.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The newly formed Hamilton Heritage Week Committee is attempting to put together a proposal to make Heritage Week an official event for the City of Hamilton.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

B(ii)

DATE: 1992 August 10

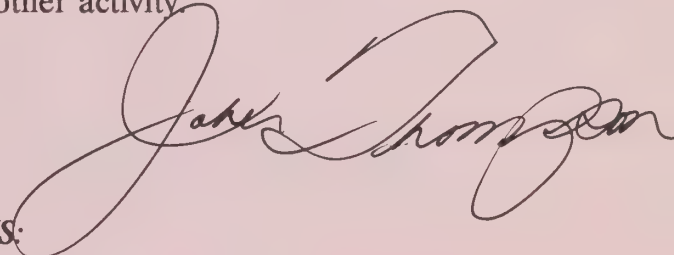
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John D. Thompson
Acting City Clerk

SUBJECT: Advertising and Sales Club
Ace Awards

RECOMMENDATION:

- (a) That permission be granted to the Advertising and Sales Club of Hamilton to use the East and West areas of the second floor lobby at City Hall from 3:00 p.m. on Monday, October 19 until Friday, October 30 to display photographs of the 1992 Ace Award Winners.
- (b) That the City Clerk be granted authority to approve of a similar use in future years provided that it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Ace Awards are awarded annually by the Advertising and Sales Club of Hamilton and 1992 will be the first year in which the photographs will be displayed at City Hall.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

B (iii)

DATE: 1992 August 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

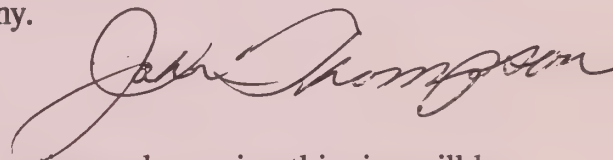
FROM: John Thompson
Acting City Clerk

SUBJECT: McMaster University Art Gallery

RECOMMENDATION:

- a) That permission be granted to the McMaster University Art Gallery to place a billboard on the forecourt of City Hall from 1992 September 1 - 15 and 1993 May 16 - 29 to promote the 25th Anniversary of the McMaster University Art Gallery.
- b) That the City Clerk be authorized to approve of a similar use in future years provided it does not interfere with any other activity or conflict with the recommendations of the Urban Design Study of City Hall grounds to be completed by A. J. Diamond, Donald Schmitt and Company.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



Staff costs in the approximate amount of \$100.00 for erecting and securing this sign will be taken from Account CH 55222 10034 - Use of City Facilities by Outside Groups.

BACKGROUND:

The billboard will be approximately 8 ft x 4 ft. and will publicize the event, venue, dates and gallery's address and telephone number.

It will be necessary for safety and security reasons for the board to be bolted into the concrete on the forecourt.

c.c. Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

B(iv)

DATE: 1992 August 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John D. Thompson
Acting City Clerk

SUBJECT: The Women's Trust -
Use of City Facilities

RECOMMENDATION:

That approval be given to the request of the Women's Trust to use the Council Chambers for the purpose of an address on the occasion of Person's Day on Monday, 1992 October 19, to be preceded by a buffet lunch and reception in the Second Floor Lobby for approximately two hundred (200) women.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Women's Trust, a Foundation for Hamilton, Burlington and District, will be celebrating Persons Day on Monday, 1992 October 19 and will be inviting women's organizations to participate because of the historical importance of this event to women.

Person's Day is celebrated across Canada because it was 63 years ago that women "became Persons" according to the British Judicial Committee of the Privy Council, and could be appointed to the Senate.

The Keynote Speaker at this event will be Madam Justice Patricia Wallace who will speak on the history of Person's Day.

c.c. Mayor's Office
Rob Swan, Manager, Property Maintenance
Information Desk
file

B(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Special Occasion Permit - Hellenic Community of
Hamilton and District Community Festival.

RECOMMENDATION:

That the Liquor Licence Board of Ontario be advised that the City of Hamilton recognizes that the Festival of the Hellenic Community of Hamilton and District being held on Friday, 1992 September 11th to Sunday, 1992 September 13th on the east grounds of St. Demetrios Greek Orthodox Church at 22 Head Street is a Community Festival of municipal significance and as such is worthy of the issuance of a Special Occasion Permit for the above-noted Festival.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

A letter of request for the above-noted Council resolution was received from the President of the Hellenic Community of Hamilton and District. Approval of this recommendation will enable the Liquor Licence Board of Ontario to issue a Special Occasion Permit under the "Community Festival" category.

c.c.- George Gerontzos, President, Hellenic Community of Hamilton and District,
22 Head Street, Hamilton, Ontario L8R 1P9

CITY OF HAMILTON
- RECOMMENDATION -

B(vi)

DATE: 1992 August 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Thompson
Acting City Clerk

SUBJECT: Civic Awards - Hamilton Hoppers Skipping Club

RECOMMENDATION:

- a) That Item 5(a) of the FIFTEENTH Report of the Finance and Administration Committee for 1992 that was adopted by City Council on 1992 July 28 respecting Civic Awards for members of the Hamilton Hoppers Skipping Team be amended to change "civic silver pins" to "civic gold pins"; and,
- b) That Item 5(b) of the FIFTEENTH Report of the Finance and Administration Committee for 1992 that was adopted by City Council on 1992 July 28 respecting Civic Awards for members of the Hamilton Hoppers Skipping Team be amended to change "civic silver rings" to "civic gold rings".

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



Approximately \$850.00 to be financed from Account No. CH 56126 84010. (Account in Overdraft).

BACKGROUND:

The Finance and Administration Committee at its meeting held 1992 July 23 gave approval for civic silver pins (10) and civic silver rings (3) to be awarded to members of the Hamilton Hoppers Skipping Team for winning the 1992 Provincial and Canadian Championships.

After reviewing the awards application further, it was noted that civic gold pins and civic gold rings should have been awarded instead of silver.

The Committee at its last meeting approved funding for silver pins and rings in the amount of \$355.00, however, since gold pins and rings should have been awarded, approximately \$850.00 is required for these awards (difference of \$495.00).

CITY OF HAMILTON
- RECOMMENDATION -

B (vii)

DATE: 1992 August 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Thompson
Acting City Clerk

SUBJECT: Civic Awards - Hamilton-Wentworth Aquatic Club

RECOMMENDATION:

That civic gold pins be awarded to the following members of the Hamilton-Wentworth Aquatic Club for winning the 1992 Provincial Age Group Championship:

Julia Berglund
Steve Caswell
Shannon Clark
Kristin Hozjan
Andrea Jenkins
Megan Jones
Julie Kecskemeti
Goran Marjanovic

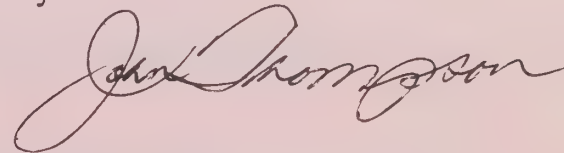
Marcus Montgomery
Cody Osmon
Jackie Oliveira
Jennifer Scott
Diana Staples
Virginia Stonehouse
Sheryl Turnbull

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$375.00 to be financed from Account No. CH 56126 84010 (Now in Overdraft).

BACKGROUND:

Confirmation of this Championship has been received from Swim Ontario.



CITY OF HAMILTON
- RECOMMENDATION -

B(viii)

DATE: 1992 August 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Thompson
Acting City Clerk

SUBJECT: Civic Awards - Hamilton Synchronized Swimming Team

RECOMMENDATION:

That civic gold pins be awarded to Andrea Cosentino and Heather Gowan of the Hamilton Synchronized Swim Club for winning the 1992 Synchronized Swimming Age Group Provincial Championships held in Etobicoke, Ontario from 1992 May 7 - 9.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$50.00 to be financed from Account No. CH 56126 84010 (Now in Overdraft).

BACKGROUND:

Confirmation of this Championship has been received from Synchro Swim Ontario.

CITY OF HAMILTON
- RECOMMENDATION -

B(ix)

DATE: 1992 August 12

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: John Thompson
Acting City Clerk

SUBJECT: Civic Awards - Hamilton and District
Five Pin Bowlers Association

RECOMMENDATION:

That the following civic awards be presented to members of the Hamilton and District Five Pin Bowlers Association for winning the Masters Five Pin Provincial Championships and the Canadian Masters Five Pin Championship:

Michael Bates	-	Diamond Insert
Brenda Campbell	-	Civic Gold Pin, Civic Gold Ring
Stephanie Tuck	-	Diamond Insert
Rob Ward	-	Civic Gold Ring

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$660.00 to be financed from Account No. CH 56126 84010 (Now in Overdraft).

BACKGROUND:

Confirmation of these Championships has been received from the Master Bowlers Association of Ontario Inc.

CITY OF HAMILTON
- RECOMMENDATION -

C.

DATE: 1992 August 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

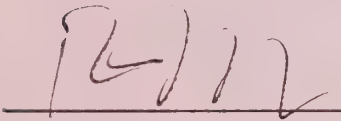
AUG 13 1992

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-042-092)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to August 12, 1992 be approved.

for 
J. Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached

THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Stephen Dockman	Operations Manager	H.E.C.F.I.	Termination	11 years, 4 months	06/08/92
Ms. Bozica Jurcevic	Stenographer I	Law Department	Resigned	3 years, 2 months	17/07/92

Prepared 12/08/92

THE CORPORATION OF THE CITY OF HAMILTON
APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Angie Baldassaro	Clerk II, Mail Processing City Clerk's (7-C)		Replacing Linda Everets - promoted	\$23,747.36 to \$25,707.24	29/06/92
Mr. Greg Barolotto	Parking Control Officer (13-I)	Traffic	Additional Staff Council Approved April 14, 1992	\$31,612.88 to \$36,305.88	27/07/92
Ms. Donna Clague	Housing Loans Clerk (10-E)	Community Development	Replacing Melissa Gould - promoted	\$27,791.40 to \$30,442.88	10/08/92
Ms. Carolyn Edwards	Typist Clerk II (7-C)	Treasury	Replacing Rose Wallage - promoted	\$24,096.80 to \$26,107.64	13/07/92
Ms. Melissa Gould	Parking Control Officer (13-I)	Traffic	Additional Staff Council Approved April 14, 1992	\$31,612.88 to \$36,305.88	27/07/92
Mr. Don Holt	Probationary Fire Inspector (NL-A)	Fire	Replacing Callum Neil - transfer	\$34,361.30	22/06/92
Mr. Timothy Mason	Carpenter (TL-B)	Public Works	Replacing Roger Lott - retired	\$39,243.36 to \$39,659.36	13/07/92

Prepared 12/08/92

THE CORPORATION FOR THE CITY OF HAMILTON
APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Laura McDavid	Clerk Typist II (7-A)	Traffic	Returning to former position	\$24,096.80 to \$26,107.64	13/07/92
Ms. Valeria Mitchell	Cashier (9-C)	Treasury	Replacing Carol Alkeman - promoted	\$26,704.60 to \$28,830.36	29/06/92
Mr. Mark Orr	Sports Groundskeeper I (D-14D)	Public Works	Replacing Rob Gatto - promoted	\$33,373.60 to \$33,789.60	13/07/92
Mr. Gary Speakman	Lieutenant (A-6)	Fire	Replacing Mr. W. Pasel - promoted	\$53,105.63	21/06/92
Mr. Nick Valenti	Parking Control Officer (13-I)	Traffic	Replacing Judy Berestecki - promoted	\$31,612.88 to \$36,305.88	27/07/92
Ms. E. Joanne Wigmore	Parking Control Officer (13-I)	Traffic	Additional Staff Council Approved April 14, 1992	\$32,612.88 to \$36,305.88	03/08/92

D(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: July 15, 1992

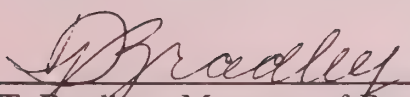
REPORT TO: Ms Susan Reeder, Secretary
Finance & Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: Maintenance of Ice Making Equipment at Nine (9) City owned
arenas during 1992, 1993 and 1994.

RECOMMENDATION:

- a) That a purchase order be issued to Cimco Refrigeration, Toronto, Ontario in the amount of \$106,736.40 per year including all taxes for mechanical maintenance of refrigerating ice making equipment in nine (9) city owned arenas during 1992, 1993, 1994, being the only tender received in accordance with specifications issued by the Manager of Purchasing and vendor's tender, and that this expenditure be financed through Refrigeration Control Recreation Building Account CH 56380-31136.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS N/A (five (5) months)
Budget for balance of 1992 \$45,428.00 - cost for five (5) months \$44,473.50
1992 budget will reflect increase in service/cost

BACKGROUND: Tender Analysis

Approximate expenditure during \$106,736.40 per year

Tenders were sent to eleven (11) bidders with the Cimco bid being the only one received.

TB:pe

CITY OF HAMILTON

- RECOMMENDATION -

D(ii)

DATE: July 15, 1992

REPORT TO: Ms Susan Reeder, Secretary
Finance & Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: SUPPLY AND DELIVERY OF FINE PAPER AS AND WHEN REQUIRED
FOR A TWELVE (12) MONTH TERM

RECOMMENDATION:

That a purchase order be issued to Graphic Papers, for the supply and delivery of Fine Paper as and when required for a twelve (12) month term, being the lowest of five tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that these expenditures be financed through various approved accounts.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS
Sufficient funds in the various accounts

BACKGROUND: Analysis Based on Lowest Bid

Graphic Papers (Kitchener)	\$54,801.96
Buntin Reid (Mississauga)	\$62,567.80
Intercity (Mississauga)	\$64,874.15 (incomplete)
Xerox Canada (Hamilton)	\$67,189.10 (incomplete)
One No Bid	
One Bidder Unacceptable according to Purchasing Policy	
Two Incomplete Bids	

TB:pe

E (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 29

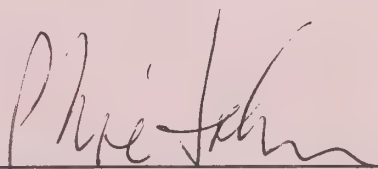
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Restoration of the Steam Museum
Pumphouse

RECOMMENDATION:

That the attached by-law be enacted by City Council.



P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the restoration of the Steam Museum Pumphouse (and chimney) in the amount of \$550,000. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

CITY OF HAMILTON
- RECOMMENDATION -

E (ii)

DATE: 1992 July 29

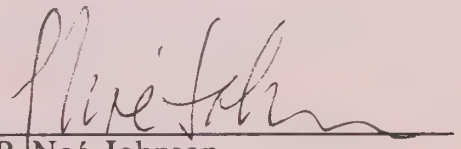
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize the Harbourfront Park Remedial
Action - Stage 2

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the capping of Harbourfront Park as required by the Ministry of the Environment in the amount of \$1,590,000. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

RESTORATION OF STEAM MUSEUM PUMPHOUSE

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 920488), approved,

- (a) the restoration of the Steam Museum Pumphouse (and chimney) at an estimated cost of \$550,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$550,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the Steam Museum Pumphouse Restoration may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.
2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

HARBOURFRONT PARK REMEDIAL ACTION - STAGE 2

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 920491), approved,

- (a) the capping of Harbourfront Park as required by the Ministry of the Environment, at an estimated cost of \$1,590,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$1,590,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the Harbourfront Park Remedial Action Plan - Stage 2 may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.

2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
- RECOMMENDATION -

E (iii)

DATE: 1992 July 29


REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Replacement of Major Building
Components

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize Major Maintenance to Civic Buildings in the amount of \$300,000.00. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

MAJOR MAINTENANCE TO CIVIC BUILDINGS

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 920486), approved,

- (a) the major maintenance to civic buildings at an estimated cost of \$300,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$300,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as Major Maintenance to Civic Buildings may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.
2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

E (iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 July 29

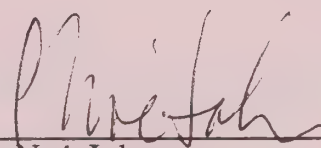
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Construction of T. B. McQueston
Park as a Horticultural Park

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the planning, design and construction of T. B. McQueston Park as a horticultural park in the amount of \$14,853,000. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

CONSTRUCTION OF T. B. McQUESTON PARK

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 920490), approved,

- (a) the planning, design and construction of T. B. McQueston Park as a horticultural park at an estimated cost of \$14,853,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$7,353,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the T. B. McQueston Park may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.

2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
- RECOMMENDATION -

E (v)

DATE: 1992 July 29

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Development of Sports Facilities at
Olympic Park and Turner Farm Park

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the development of sports facilities at Olympic Park and Turner Farm Park in the amount of \$1,500,000. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

CONSTRUCTION OF T. B. McQUESTON PARK

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 920490), approved,

- (a) the planning, design and construction of T. B. McQueston Park as a horticultural park at an estimated cost of \$14,853,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$7,353,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the T. B. McQueston Park may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.

2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
- RECOMMENDATION -

E (v)

DATE: 1992 July 29


REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Development of Sports Facilities at
Olympic Park and Turner Farm Park

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the development of sports facilities at Olympic Park and Turner Farm Park in the amount of \$1,500,000. Approval was given by Ontario Municipal Board Order dated the 26th day of June, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

BASEBALL FACILITIES DEVELOPMENT

WHEREAS the Ontario Municipal Board by Order dated the 26th day of June, 1992, (File No. E 92053), approved,

- (a) the development of sports facilities at Olympic Park and Turner Farm Park at an estimated cost of \$1,500,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$1,500,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the Baseball Facilities Development may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 26th day of June, 1992.
2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
RECOMMENDATION

E (vi)

JUL 24 1992

DATE: July 22, 1992

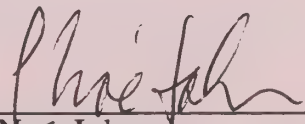
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Renovations to First Floor of
Central Library

RECOMMENDATION:

That the attached by-law be enacted by City Council.



P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the renovation of the first floor of Hamilton Central Library in the amount of \$542,000. Approval was given by Ontario Municipal Board Order dated the 6th day of July, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

RENOVATION TO THE CENTRAL LIBRARY

WHEREAS the Ontario Municipal Board by Order dated the 6th day of July, 1992, (File No. E920489), approved,

- (a) the renovation of the first floor of Hamilton Central Library at an estimated cost of \$542,000, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$542,000 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as First Floor Renovations - Central Library may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 6th day of July, 1992.
2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

CITY OF HAMILTON
- RECOMMENDATION -

E (vii)

DATE: 1992 July 22

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

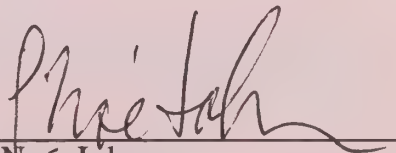
JUL 24 1992

FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Authorize Expansion of the Concession Street
Library

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On March 27, 1992, City Council adopted Item 1 of the 4th Report of the Committee of the Whole recommending that the City Solicitor prepare the necessary by-law to authorize the expansion of the Concession Street Library in the amount of \$1,924,000. Approval was given by Ontario Municipal Board Order dated the 6th day of July, 1992.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Authorize:

THE EXPANSION OF THE CONCESSION STREET LIBRARY

WHEREAS the Ontario Municipal Board by Order dated the 6th day of July, 1992, (File No. E92410), approved,

- (a) the expansion of the Concession Street Library at an estimated cost of \$1,924,000.00, and the borrowing of money by way of temporary advances not exceeding in the aggregate such estimated cost pending the sale of debentures, and
- (b) the issuance of the necessary debentures to a maximum of \$1,924,000.00 for a term not to exceed twenty years by The Regional Municipality of Hamilton-Wentworth chargeable to the applicant corporation;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. The undertaking described as the expansion of the Concession Street Library may now be proceeded with in accordance with the Ontario Municipal Board Order dated the 6th day of July, 1992.

2. The proper officials of The Corporation of the City of Hamilton are hereby authorized and directed to do all such things necessary to give effect to the said Order of the Ontario Municipal Board.

PASSED this day of , A.D. 1992.

City Clerk

Mayor

E(viii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 11

AUG 12 1992¹

REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: FLEA MARKET LICENCES

RECOMMENDATION:

That the attached by-law be enacted, to reduce licence fees for flea market owners, and to require that owners ensure individual stall holders are licensed.



P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A reduction of \$3,033.00 in licence revenues for 1992, as set out in the Clerk's Report of July 16, and approved by Finance & Administration Committee.

BACKGROUND:

Item 18 of the 15th Report of the Finance and Administration Committee, approved by Council on July 28, 1992 provided as follows:

18. (a) That effective 1992 January 1, the annual licence fee for Flea Market Owners be reduced to \$400.00;
- (b) That all Hamilton Flea Market Owners be required to ensure that all individual stallholders are licensed pursuant to Hamilton Licence By-law No. 79-323; and
- (c) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law No. 79-323 to reflect these changes.

THE CORPORATION OF THE CITY OF HAMILTON

BY-LAW No. 92-

To Amend

BY-LAW No. 79-323

Respecting

FLEA MARKETS

WHEREAS Schedule 43 of By-Law No. 79-323, as amended, provides for the licensing of Flea Markets in the City of Hamilton;

AND WHEREAS it is desirable and expedient to amend the licence fees for flea market owners, effective January 1, 1992, and to provide refunds for the licences issued in 1992;

AND WHEREAS it is desirable and expedient to require that flea market owners ensure individual stallholders have obtained a licence under the by-law;

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. Paragraph 1 of Section 10 of Schedule 43 of By-law No. 79-323, as amended, is repealed, and the following is substituted therefor:

" 1. For a Flea Market Owner \$400.00."

2. Section 1 of this By-law shall have an effective date of January 1, 1992, and refunds shall be issued to licence holders who have paid a higher fee for a 1992 Flea Market Owner's licence.

3. Schedule 43 of By-law No. 79-323 is further amended by adding the following section immediately after section 3 of the Schedule:

" 3a. A flea market owner, before agreeing to make a stand available for a stallholder's business, shall require the stallholder to produce a current and valid licence for a stand in the market, issued under this Schedule."

PASSED this day of , 1992.

City Clerk

Mayor

E (ix)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 12

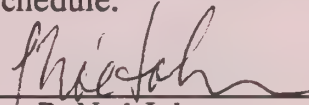
REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: TRANSIENT VENDORS LICENCES

RECOMMENDATION:

That the attached amending by-law be enacted, which requires a licence for each location, at a cost of \$500.00 for three months, updates the Schedule in accordance with the Municipal Act, and to consolidate the changes into a new Schedule.



P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See below.

BACKGROUND: Item 19, of the 15th Report of the Finance & Administration Committee, approved by City Council on July 28th, 1992 provided as follows:

- (a) That the licence fee for each location be \$500.00 for 3 months for Transient Traders;
- (b) That the City Solicitor be authorized to prepare a draft by-law to amend City of Hamilton Licence By-law No. 79-323 to reflect this change.

DISCUSSION: In addition to Council's directive above, the following 2 housekeeping areas are proposed in the amending by-law. (1) The Clerk's Department requested further clarification of the class of licence, which has been provided in subsection 1(d) and by making 1(b) clearer. (2) Schedule 22 was also reviewed under the recommendations of the Comprehensive Audit of the Licence Division, approved by Council on June 25, 1991, to make sure its requirements were not excessive, and to adopt the current provisions of the Municipal Act.

Except for the licensing of each location, the amendments do not alter the licensing of transient vendors. The Audit also suggested consolidation of amending by-laws, to avoid the confusion involved in having two or more by-laws. The Clerk's Department will advertise the new Schedule as a further public service. Additional licence revenues are expected, depending upon the number of locations licensed.

The Corporation of the City of Hamilton

BY-LAW NO. 92-

To Amend Schedule 22 to Licensing By-law No. 79-323

Respecting:

TRANSIENT VENDORS

WHEREAS Schedule 22 to Licensing By-law No. 79-323 provides for the licensing transient vendors, being vendors not on the assessment roll for business tax and other transient traders; and

WHEREAS Paragraphs 16 and 17 of Section 236 of the Municipal Act, R.S.O. 1990, c. M.45 provides that the council of a municipality may pass by-laws for the licensing of transient vendors; and

WHEREAS it is desirable and expedient to clarify the need for a licence for each location used by a transient vendor, and to clarify the businesses included in the definition of transient vendors; and

FURTHER WHEREAS it is desirable and expedient to amend Schedule 22 to reflect the current provisions of the Municipal Act, and to consolidate the amendments to Schedule 22 into one document, as recommended by the Comprehensive Audit of the Licence Division, approved by Council on June 25, 1991;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. That Schedule 22 of By-law No. 79-323 as amended, be repealed, and the following substituted therefor:

S C H E D U L E 22

TRANSIENT VENDORS

1. In this schedule,

(a) "trade" means trade, business, calling or occupation;

(b) "transient vendor" means a person who offers goods, wares or merchandise for sale by auction, conducted by themselves or by a licensed auctioneer or otherwise, or who offers them for sale in any other manner, and includes,

(i) persons whose names have not been entered on the assessment roll, in respect of business assessment for the then current year; or

(ii) a transient trader.

(c) "transient trader" includes any person commencing business in the City of Hamilton who has not resided continuously in the City for at least three months next preceding the time of commencing such business there.

(d) A person who commences business by the display or offering of goods, wares or merchandise for sale at a particular location, may still qualify as a transient vendor, whether or not the trade is conducted with the use of a building or fixtures.

2. Every transient vendor shall obtain and maintain in good standing a licence authorizing the transient vendor to carry on or engage in his trade, for each location from which the vendor's trade will be carried on.

3. No transient vendor shall commence the sale of goods, wares or merchandise until a licence has been issued under section 2.

4. Every applicant for a licence or a renewal thereof shall make the application in person and not by an agent or representative.

5. Every transient vendor shall pay a licence fee before commencing his trade.

6. No licence shall be issued where the fee has not been paid in full at the time of making the application.

7.(1) Every applicant for a transient trader's licence shall as part of the application for such licence furnish a statement in writing containing a full description of the goods, wares or merchandise that the transient trader proposes to sell or offer for sale under such licence.

(2) A licence issued under subsection (1) is only permission for the particulars supplied by the applicant under this section, and any change in the classes of goods sold will require a new or separate application.

8.(1) The licence fee required to be paid shall be as follows:

1. Subject to paragraph 2, for a Transient Vendor, for a three-month period or part thereof, the fee shall be \$500.00.

2. For a Transient Vendor who is a farmer resident in Ontario offering for sale only the produce of his or her own farm, for a three month period or part thereof, the fee shall be \$5.00.

(2) The licenses issued under (1) shall expire three months from the date of issuance.

(3) The sum paid for a licence shall be credited to the person paying it, or to any purchaser of the business who carries on the business, on account of taxes payable in respect of the business, and in respect of real property taxes on the land used for the purposes of or in connection with the business if the land is owned by the person carrying on the business, during the year in which the licence was issued and five years thereafter.

(4) Every transient trader shall cause the licence to be prominently and permanently displayed in the transient trader's place of business during the full term in which the transient trader is carrying on business as a transient trader and in default thereof is guilty of an offence.

9. This by-law does not apply to:

(a) The sale of the stock of a bankrupt or an insolvent, within the meaning of any bankruptcy or insolvency Act in force in Ontario, nor to the sale of any stock damaged by or by reason of fire, which is being sold or disposed of within the municipality in which the business was being carried on at the time of the bankruptcy, insolvency or fire, so long as no goods, wares or merchandise are added to such stock; and

(b) The sale of a business to a purchaser who continues the business.

2. A transient vendor's licence issued under the prior Schedule 22 which has not expired, shall not be affected by the amendments in section 1 until the expiry of the licence term, or until the licence is sooner revoked or suspended.

PASSED this day of A.D. 1992.

City Clerk

Mayor

F (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 12

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

AUG 13 1992

FROM: Allan C. Ross
Treasurer

SUBJECT: FINANCING PURCHASE OF 643 RYMAL WEST

RECOMMENDATION:

- a) that the purchase of 643 Rymal Road West for the proposed extension of Upper Paradise Road, at a price of \$330,000, be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands".
- b) that \$200,000 be transferred to the "Reserve for Services Through Unsubdivided" from the "Reserve for Capital Projects" in order to complete the financing of this purchase and allow for possible further subdivision expenditures through the balance of 1992.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1992 projects related to subdivision expenditures, including this recommendation, is \$1,619,000. The 1992 Capital Budget includes a provision of \$800,000 for the City's share of subdivision expenditures in 1992. With the approval of this recommendation the City's share of the cost would be exceeded by \$819,000.

The present balance of \$254,000 in the Reserve for Services Through Unsubdivided Lands is not sufficient to finance this proposal and possible further expenditures to the end of 1992. Therefore, in the event that sufficient revenues from the sale of one-foot reserves are not forthcoming in 1992, I am recommending a transfer of funds to replenish this reserve and to finance possible further expenditures to the end of 1992.

BACKGROUND:

The Transport and Environment Committee will be considering a report on this purchase at their meeting of 1992 August 17.

IRH/irh

Allan C. Ross

F (ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: CITY'S SHARE OF "ARIGENTO GARDENS"
SUBDIVISION - FINANCING

RECOMMENDATION:

That the City's share of "Agrigento Gardens" Subdivision, at a cost of \$6,632.46, be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands".



Allan C. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1992 projects related to subdivision expenditures, including this recommendation, is \$1,625,632.46. The 1992 Capital Budget includes a provision of \$800,000 for the City's share of subdivision expenditures in 1992. With the approval of this recommendation the City's share of the cost would be exceeded by \$825,632.46.

BACKGROUND:

The Transport and Environment Committee will be considering a report on this purchase at their meeting of 1992 September 17.

NRA:jc

c.c. Mr. T. Gill, Senior Director, Roads Department
Attention: Mr. G. Aston
Mr. K. Christenson, Secretary, Transport and Environment Committee

CITY OF HAMILTON
- INFORMATION -

F (iii)

Aug 17 1992

DATE: 1992 August 11

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND
EXPENDITURES AS AT JULY 31, 1992


BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account for the period ending July 31, 1992.

<u>1991</u>		<u>Description</u>	<u>Budget</u>	<u>Actual to date</u>	<u>Balance Available (to come)</u>
<u>Budget</u>	<u>Actual</u>				
\$(50,000.00)	\$ (41,263.73)	Unclassified Revenue	\$(50,000.00)	\$(26,980.74)	\$(23,019.26)
75,000.00	106,568.53	Unclassified Expenditures	65,000.00	41,074.11	23,925.89

It should be noted that Unclassified Expenditures were reduced by \$10,000.00 during the budget review, to \$65,000.00, in comparison with the year 1991 where an overdraft of \$31,568.53 occurred.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


Allan C. Ross

Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT JULY 31, 1992

CENTRE NUMBER:CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	4,163.93
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SALES:

Photocopier Revenue	0.00
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MISCELLANEOUS:

Reimbursement of Employee Absences	
Due to Union Business	23,162.22
Cheques Written Off/Reinstated	(609.85)
Witness Fees	50.00
Sales Tax	62.41
Other Revenues	152.03

Total Revenue To Date	26,980.74
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Less: Appropriation	50,000.00
---------------------	-----------

Surplus (Deficit)	(23,019.26)
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=====

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JULY 31, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,351.85
Finance and Administration Committee	2,860.07
Parks and Recreation Committee	2,127.58
Planning and Development Committee	2,633.14
Transport and Environment Committee	1,209.18
Keep Hamilton Clean Citizen's Committee	186.09
Crystal Palace Subcommittee	923.89
Golf Subcommittee	127.75
Hamilton Historical Board	2,401.84
Citizen Advisory	508.05
Committee of Adjustment	810.13
CAIP Subcommittee	105.68
Non Profit Housing	468.08
Hamilton Housing Corporation	41.51
License Subcommittee	761.31
Farmers Market Subcommittee	344.55
English Subcommittee	171.70
French Subcommittee	1,227.61
Taxicab Taskforce Subcommittee	569.70
Property Standards Subcommittee	22.76
Current Budget Subcommittee	16.21
Information Systems	52.50
Mundialization Committee	556.83
Football Hall of Fame	1,000.48
Canusa Games Committee	931.90
Civic Charity Committee	76.59
Management Team	484.64
Hamilton Arts Award	1,761.13
One Tier Review Committee	235.48

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JULY 31, 1992

Centre Number: CH 24210
Appropriation: \$ 65,000.00

MISCELLANEOUS

258 Beach Blvd. - Maintenance Charges	346.70
Collection Agency Fees	818.17
Cashiers Over & Short	(3.68)
P. A. Sound Systems Various Meetings	138.75
Flowers & Wreaths	87.97
By-law Registration	472.00
Parking and Cab expenses	536.83
Hydro Charges - Road Sign	97.24
T.H. & B. Railway Realty Taxes	1,556.21
Corporate Challenge	2,474.26
Canadian Taxi Association Membership	100.00
Smoking Cessation Program	192.65
International Great Lakes Mayor's Conference	6,128.51
Omers Adjustments	94.99
Isc Paper Recycling Canada	3,065.28

Total Expended	41,074.11
Less: Appropriation	65,000.00

Balance - Surplus (Deficit)	23,925.89
	=====

"Copy sent to J. Thompson, Manager, Legislative Division, City Clerks Department; S. Glover, Legislative Assistant, City Clerks Department and C. Coutts, Legislative Assistant, City Clerks Department - 1992 August 13th".

CITY OF HAMILTON

- INFORMATION -

F (iv)

DATE: 1992 August 11

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF HOSTING, RECEPTIONS AND
RELATED ACCOUNTS


BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at July 31, 1992, with a comparison to the year 1991:

<u>1991</u>			<u>1992</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$50,000.00	\$48,000.00	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$17,354.37	\$(1,354.37)
10,000.00	8,036.18	Receptions - City Hall	10,000.00	7,122.31	2,877.69
48,000.00	47,130.44	Special Civic Receptions and Delegation Hosting	40,000.00	19,944.37	20,055.63
15,000.00	10,982.04	Civic Pins, Medals and Rings	15,000.00	9,673.95	5,326.05
		Use of City Hall			
<u>3,910.00</u>	<u>7,952.99</u>	- Outside Groups	<u>3,910.00</u>	<u>5,591.32</u>	<u>(1,681.32)</u>
<u>\$126,910.00</u>	<u>\$122,101.65</u>		<u>\$84,910.00</u>	<u>\$59,686.32</u>	<u>\$25,223.68</u>

Please note the "Use of City Hall - Outside Groups" account and the Hosting of Conferences with Municipal Subject Content are in overdraft, however the bottom-line total of the five accounts is within budget.

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.


Allan C. Ross

Attachment

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended July 31, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
92/02/25	Children's International Games Lausanne, Switzerland - March 18 - 22, 1992 (Bob Sugden, Director of Culture & Recreation)	2,154.37	
92/05/12	Ontario Recreation Forum-Conference Hamilton, Ontario - May 7-9, 1992 (Bob Sugden and 5 Culture & Recreation Staff)	1,200.00	
	Total Expended	-----	3,354.37
	ADD: Commitments		
90/11/27	1992 Ontario Seniors Games (Upset Limit)	14,000.00	
	Total Committed	-----	14,000.00
	Total Actual Expended and Committed to date		----- 17,354.37
	LESS: Appropriation		----- 16,000.00
	SURPLUS (DEFICIT)		----- (1,354.37) =====

City of Hamilton
RECEPTIONS - CITY HALL
Account CH 55313 84010
for the period ended July 31, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
160418	92/01/10	Mayor's Office	7.77
161035	92/01/25	Ukrainian Independance Day	490.62
161035	92/01/26	Associazione Musicale	626.70
161801	92/01/28	Mayor's Office	11.66
161801	92/01/29	Mayor's Office	21.86
161801	92/01/29	Mayor's Office	15.54
163300	92/02/18	Mayor's Office	37.46
165018	92/03/04	Mayor's Office	599.40
165018	92/03/06	Mayor's Office	116.55
165018	92/03/11	Mayor's Office	15.54
165018	92/03/11	Mayor's Office	219.50
165018	92/03/12	Mayor's Office	15.54
165018	92/03/13	Mayor's Office	84.25
165018	92/03/13	Mayor's Office	15.54
166034	92/03/17	Mayor's Office	15.54
166377	92/04/02	Mayor's Office	15.43
166377	92/03/24	Mayor's Office	15.54
167352	92/04/08	Mayor's Office	7.77
167352	92/04/09	Mayor's Office	24.86
168076	92/04/12	Jewish Community Centre	339.61
168076	92/04/07	Mayor's Office	190.48
168437	92/04/26	Mayor's Office	140.86
168437	92/04/21	Mayor's Office	38.85
168437	92/04/24	Mayor's Office	19.53
168707	92/04/28	Mayor's Office	646.41
168707	92/04/28	Mayor's Office	25.53
168707	92/04/29	Mayor's Office	109.89
168707	92/04/30	Mayor's Office	20.21
168707	92/05/02	Mayor's Office	240.54
169428	92/05/05	Mayor's Office	376.06
169428	92/05/06	Mayor's Office	202.58
169428	92/05/06	Mayor's Office	66.27
169428	92/05/10	Mayor's Office	140.86
170677	92/05/12	Mayor's Office	83.25
170677	92/05/12	Mayor's Office	17.76
170677	92/05/15	Mayor's Office	7.77
171213	92/05/26	City Clerks - City Council Meeting	17.76
171213	92/05/27	Mayor's Office	5.78
171213	92/05/28	Panel on Violence Against Women	71.87
171213	92/05/29	Croatian Union	14.66
171213	92/05/29	Boy Scout Parade Reception	21.87
171213	92/06/01	Mayor's Office	39.57
171528	92/06/04	Mayor's Office	71.04
171528	92/06/06	Lusofest Celebrations	668.78
171528	92/06/12	Mayor's Office	31.64
171528	92/06/12	Mayor's Office	334.39
172636	92/06/19	Mayor's Office	40.24
172636	92/06/20	Mayor's Office	104.57
172636	92/06/22	Occupational Health & Safety Week Proclamation	38.85
174283	92/06/24	Beth Phinney Voyageurs - Football Hall of Fame	122.54
174283	92/06/26	Mayor's Office	100.13
174283	92/06/30	City Council Meeting	17.76
174283	92/07/06	Mayor's Office	35.52
175784	92/07/06	Mayor's Office	11.66
175784	92/07/10	Boris Brott Summer Music Festival	149.85
176546	92/07/21	Visit - Michele Nicola Caruso	70.76
176546	92/07/21	Visiting Japanese Students from Mohawk College	129.54
Total Actual Expended to Date			7,122.31
LESS: Appropriation			10,000.00
SURPLUS (DEFICIT)			2,877.69

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended July 31, 1992

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
-	Reception for the Commissioner of Employment Equity	614.34	
92/03/31	2nd Annual Steel City Senior Bowl	1,000.00	
92/03/31	Dr. Elena Bonner, The Bertrand Russel Peace Lecturer	799.20	
-	Italian General Avarello	440.08	
92/04/28	Royal Hamilton Military Institute General Crerar, Brigadier Todd & Family	268.29	
-	M.O.E. Citizen Committee Breakfast Meeting May 12, 1992	217.48	
-	Royal Bank V.P.'s Breakfast meeting - May 11, 1992	216.90	
92/05/12	Roberta Bondar Reception - May 14, 1992	2,261.14	
-	Dinner for CIBC Chairman - April 23, 1992	1,013.45	
-	Jean's Flower Shop Inc. - May 20, 1992	42.74	
92/02/25	Hamilton International Air Show June 20 - 21, 1992	8,000.00	
92/03/31	National Conference Canadian Association of Elizabeth Fry Societies June 11, 1992	408.50	
-	German Orchestra - July 22, 1992	1,287.25	
	Total Expended	-----	16,569.37
	ADD: Commitments		
92/04/28	Academic Folklore Group from Ljubljana, Slovenia August 20, 1992	375.00	
92/06/30	1992 Canada Cup of Wrestling & Olympic Team July 1, 1992	3,000.00	
	Total Committed	-----	3,375.00
	Total Actual Expended and Committed to date		19,944.37
	LESS: Appropriation		40,000.00
	SURPLUS (DEFICIT)		20,055.63
			=====

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended July 31, 1992

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
-----		-----
161389	1 - 10k Man's Civic Ring & 1 - 5pt C Diamong & Box	322.04
162471	5 - 10k Man's Civic Ring & 5 Boxes	1,138.47
162471	63 Civic Pins & 63 Boxes	1,494.40
L306919	Civic Award	(235.90)
164444	24 - GF Civic Pinette & 24 Boxes	569.30
165800	5-10K Civic Rings - School Pins/Rings	2,497.50
168428	2 - 5pt Genuine Ruby, 2 - 5pt Diamond W/Collet	
	7 - 5pt Diamond	962.37
169865	7 - 10k Man's Civic Ring & 7 Boxes	1,593.86
172365	26 - S/S Provincial Champs Pinette	575.18
174166	School Pins/Rings	499.50
L309684	City Clerks - Civic Ring	(192.77)

Total Actual Expended to Date		9,223.95
ADD: Commitments		450.00

Adjusted Total		9,673.95
Less: Appropriation		15,000.00

SURPLUS (DEFICIT)		5,326.05
		=====

City of Hamilton
 USE OF CITY HALL-OUTSIDE GROUPS
 Account CH 55222 10034
 for the period ended July 31, 1992

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
162713	92/01/24	Heaven Piano Co. - Tuning & Lubricate Pedal	278.61
161873	92/02/06	Heaven Piano Co. - Tuning & Adjusting Piano	310.80
JV01055	92/01/25	Ukranian Function	489.84
JV01080	92/01/19	Associazione Musicale	92.90
JV02040	92/02/14	Mundialization Interfaith	167.21
JV02041	92/02/14	Ukranian Independence Day	69.67
JV02041	92/02/14	Associazione Musicale Rehearsals	202.38
JV02043	92/02/14	Interfaith Meeting	160.70
JV03079	92/03/07	Congress of Black Women	209.01
JV04129	92/04/12	Humanitarian Awareness	195.07
JV04129	92/04/11	Aides Network	414.53
JV05009	92/04/25	High School Oratorical Contest	139.34
JV05009	92/04/25	Croatian Peace Rally	62.70
JV05009	92/04/26	Great Ride to Beat Cancer	195.07
170590	92/04/28	P. A. Sound System - Day of Mourning Dedication	205.35
JV05155	92/05/02	Polish Proclamation	83.60
JV05149	92/05/10	High School Oratorical Contest	111.47
JV06023	92/05/19	Ukrainian Canadian Congress	111.47
JV06023	92/05/24	Hamilton Aides Network	209.01
JV06033	92/05/30	Boy Scout Parade & Croation Union	209.01
JV06156	92/05/30	Boy Scout Parade & Croation Union	564.00
JV06122	92/06/06	Luso - Canadian Cultural Council	304.23
JV07139	92/06/13	Shrine Parade	600.00
176048	92/06/21	P. A. Sound System - Racalmutese Parade	205.35
Total Actual Expended to Date			5,591.32
LESS: Appropriation			3,910.00
SURPLUS (DEFICIT)			(1,681.32)

The Corporation of the
City of Burlington

City Hall:
426 Brant Street, Burlington, I
Mailing Address:
P. O. Box 5013, Burlington, O

Telephone: (416) 335-71
Fax No.: (416) 335-71

July 14, 1992

Mr. J. J. Schatz
City Clerk
City of Hamilton
71 Main Street W.
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

SUBJECT: LaSalle Park
File: 930-01

G.

OFFICE OF THE CITY CLERK	
JUL 20 1992	
REC. BY	DATE
REF'D. TO	DATE
REF'D. TO	DATE
REF'D. TO	DATE
ACTION:	

The Council of the Corporation of the City of Burlington at its meeting held on Monday, July 13, 1992 enacted the following resolution being Item No. CC-238-92 (Motion 160):

THAT the letter dated June 30, 1992 from the City of Hamilton concerning the possible sale of LaSalle Park to the City of Burlington be received and filed;

and that a committee composed of Alderman Greenaway, Alderman MacIsaac, Alderman Whitworth, Mayor Mulkewich, City Manager Michael Fenn and Director of Parks and Recreation Jim Olmstead meet and consult with the City's Legal Department with respect to the terms of the current lease for LaSalle Park;

and that the committee consider the City's role in the Hamilton Harbour Remedial Action Plan and the Fish and Wildlife Habitat Plan;

and that the committee consider the financial implications of future LaSalle Park needs;

and that the committee report back to the Community and Corporate Services Committee with recommendations on possible future negotiations with the City of Hamilton.

Please direct any inquiries about the above resolution to the Office of the Mayor at 335-7607.

Yours truly,



Helen MacRae
EXECUTIVE DIRECTOR, INFORMATION
SERVICES AND CITY CLERK

LB/jm.
5648-(7)CL2

cc: Mayor Mulkewich
Alderman Greenaway
Alderman Whitworth
Alderman MacIsaac
Mr. M. Fenn, City Manager
Mr. J. Olmstead, Director of Recreation
Mr. D. Brown, City Solicitor

J. J. SCHATZ
CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4

PHONE (416) 546-2777
FAX (416) 546-2000

1992 June 30

VIA FAX #335-7876 & VIA MAIL

Ms. Helen MacRae
City Clerk
City of Burlington
P. O. Box 5013
426 Brant Street
Burlington, Ontario
L7R 3Z6

Dear Ms. MacRae:

Subjoined herewith for your information is a copy of Section 23 of the TWELFTH Report for 1992 of the Finance and Administration Committee approved by City Council at its meeting held 1992 May 12th:

23. (a) That Mayor Morrow; Alderman Ross, Chairperson of the Finance and Administration Committee; and J. Pavelka, Acting Chief Administrative Officer be authorized to meet with representatives from the City of Burlington to negotiate the possible sale of LaSalle Park to the City of Burlington.
- (b) That the revenue from the sale of LaSalle Park be used for City of Hamilton Waterfront Projects.

Yours very truly,

A handwritten signature in dark ink, appearing to read "J. J. Schatz".

J. J. Schatz
City Clerk

JJS/SKR/dbm

c.c. - Mayor Morrow

- Alderman D. Ross, Chairperson
Finance and Administration Committee
- J. Pavelka, Chief Administrative Officer
- D. Vyce, Director of Property

- 1992 May 12 Council File

CITY OF HAMILTON
- RECOMMENDATION -

5.

DATE: 1992 August 11

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce, Director
Property Department

G. Baker
Fire Chief

T. Bradley, Manager
Purchasing Division


SUBJECT: Prime Consultant Contract, Fire Station 4, Macassa Park

RECOMMENDATION:

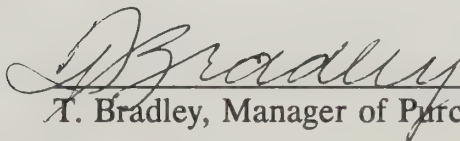
- a) That approval be given to enter into a contract with S. M. Roscoe Inc. Architects, as the prime consultant, for full Architectural & Engineering Services for the New Fire Station 4 on Upper Sherman Ave., within the N.W. corner of Macassa Park. The contract amount will be \$214,792.00.
- b) That the cost of retaining the Prime Consultant be charged to account No. CF 5450-489241009.
- c) That a contract satisfactory to the City Solicitor be entered into between the City and The Prime Consultant S. M. Roscoe Inc. Architects.
- d) That the Mayor and the City Clerk be authorized to execute the contract on behalf of the City.



D. W. Vyce, Director of Property Department



G. Baker, Fire Chief



T. Bradley, Manager of Purchasing Division

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Prime Consultant Contract is made up of:

	\$158,692.00	Fee
	\$ 21,400.00	2 Million dollars insurance over 4 years
	\$ 7,000.00	Expenses
	\$ 15,000.00	Contingencies
	\$ 12,700.00	Goods & Service Tax (G.S.T.)
	<u>\$</u>	
TOTAL	\$214,792.00	

BACKGROUND:

1. **THE PRIME CONSULTANTS TEAM:**

S. M. Roscoe Inc. Architects, with Group Eight Engineering Limited, J. A. Irish & Associates Ltd., Landscape Architects, Prizma Design Studio Interior Designers, & Hascomb Consultants Inc., Cost Consultants, all of Hamilton was the team rated highest by all the selection committee members.

Although S. M. Roscoe Inc. Architects, fees were the third lowest of the four firms interviewed, it was the unanimous opinion of all the selection committee members that they were the firm that put together the best overall team, and gave the best dollar value.

Fee for Firms Interviewed:

1.	Cianfrone Architect, Hamilton	\$119,500.00
2.	Bruce Berglund Architect, Hamilton	\$153,000.00
3.	S.M. Roscoe Inc. Architects, Hamilton	\$158,692.00
4.	P.B.K. Architects & Engineers Ltd. Burlington	\$165,200.00

2. **PRIME CONSULTANT SELECTION:**

.1 An advertisement was placed in the Spectator on July 2nd & July 7th asking for an expression of interest and resume for Architectural and Engineering Services for the design and development of a New Fire Station. Twenty one (21) were received.

.2 A five (5) member selection committee was formed consisting of:

Fire Department	2 members
Maintenance Division	1 member
Architectural Division	2 members

BACKGROUND: Cont'd

2. PRIME CONSULTANT SELECTION: Cont'd

- .3 Seven firms were short listed by the selection committee, sent an information package on the specific project and asked to submit a fee proposal through the City Clerks Department by 3:00 p.m. Friday July 31, 1992.
- .4 The above seven firms were further evaluated by the selection committee and reduced down to four. Interviews with the four firms were then conducted by the committee on August 7th, 1992. Based on these interviews and their fee proposals S. M. Roscoe Inc. Architects were selected.

3. PROJECT DESCRIPTION:

- .1 The City of Hamilton's Fire Department requires a New Fire Station with a total floor area of approximately 1900 sq.m. (21,000 sq.ft.). This New Station will amalgamate the Upper Wentworth and Mohawk and the Upper Gage and Queensdale Stations.
- .2 The Station will house a 3 bay, 5 vehicle, storage area along with a hose and tarp drying tower. The staff area, will accommodate 40 firefighters in 4 shifts with 10 firefighters on duty per shift.
- .3 An area of the building will be used as a communications centre plus an indoor training classroom.
- .4 The new facility will be located on the East side of Upper Sherman Ave., between Mohawk Road and Macassa Ave., within the North West corner of Macassa Park. Included as part of this project will be staff parking for 20 cars, a refuelling island, an outdoor training area and a 30 car public parking lot, located as a separate entity, to serve Macassa Park activities.
- .5 Construction is expected to start in the spring of 1993 and be completed in early 1994, but an earlier completion will be scheduled, if possible, to assist operational requirements.
- .6 This project approved through the Finance & Administration Committee in the 1992/96 Capital Budget is funded at \$3,200,000.00

The Fire Department has added \$400,000.00 from their public safety radio trunking account No. CF 5200 489151023, because of changes to the original project description, which included the addition of a communications area. The funds were provided for accommodation purposes in this account.

BACKGROUND: Cont'd

3. **PROJECT DESCRIPTION:**Cont'd

The Public Works Department has made available up to \$57,000.00 from account No. CF 5010 629054012, for the development of the public parking lot and removal of Mangalore Gardens, for a total Project Budget of \$3,657,000.00. Monies remaining in account No. CF 5010 629054012, when construction is completed will be returned to Public Works.

c.c. A. Ross, Treasurer
Philip R.A. Hooker, Manager, Corporate and Litigation Services
C. Firth-Eagland, Co-ordinator, Parks Division, Public Works Department
Selection Committee

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

6.

TO: Susan K. Reeder, Secretary
Finance and Administration Committee
City Clerk's Department

YOUR FILE:

FROM: J. Thompson, Secretary
Single Tier Bureaucracy
Review Steering Committee
City Clerk's Department

OUR FILE:

PHONE: 546-2747

SUBJECT: Single Tier Administration -
A Discussion Paper.

DATE: 1992 July 10

I am forwarding herewith for your information and attention a copy of a Joint Report dated 1992 July 3, from the Chief Administrative Officers of the Region and the City of Hamilton dealing with the subject matter which was presented to the Single Tier Bureaucracy Review Steering Committee at its meeting held 1992 July 9, for consideration.

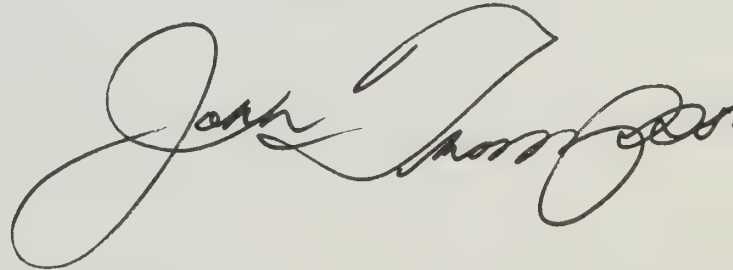
Direction was given that a copy of this Joint Report be forwarded to all the Committees of Regional and City Councils for consideration and comment.

Please ensure that a copy of this memorandum and Discussion Paper is placed on your Committee's Agenda.

All responses should be directed to myself as Secretary of the Steering Committee.

JT/dbm

Attachment.



c.c.- Joe Pavelka, Chief Administrative Officer
City of Hamilton
- Wm. McMillan Carson, Chief Administrative Officer
Regional Municipality of Hamilton-Wentworth

J. Thompson
Secretary

CORPORATION OF THE CITY OF H.

MEMORANDUM

TO: Chairman and Members
Single Tier Bureaucracy
Review Steering Committee

YOUR FILE:

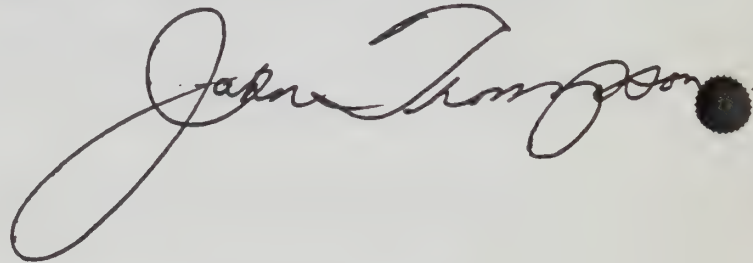
FROM: John Thompson, Secretary
Single Tier Bureaucracy
Review Steering Committee

OUR FILE:
PHONE: 546-2747

SUBJECT: SINGLE TIER ADMINISTRATION -
A DISCUSSION PAPER

DATE: 1992 July 6

Attached is the Joint Report of the Chief Administrative Officers for the Region and City of Hamilton on the subject matter, to be considered by the Steering Committee at its meeting scheduled for Thursday, 1992 July 09 at 2:00 o'clock p.m. in Room 233, City Hall.



att.

July 3, 1992

Councillor Don Ross
Chairman, Single Tier Bureaucracy
Steering Committee

Subject: Single Tier Administration - A Discussion Paper

On February 4, 1992 Regional Council approved the following recommendations:

- "a) That the Region participate with the City of Hamilton in undertaking a review of the rationalization of a Single Tier Bureaucracy;
- b) That this process be directed by a Special Steering Committee comprised of:
 - the Mayor of Hamilton
 - the Regional Chairman
 - the Chairman of the City of Hamilton's Finance and Administration Committee
 - the Chief Administrative Officer of the City of Hamilton
 - the Chief Administrative Officer of the Region

to be chaired by the Chairman of the City of Hamilton's Finance and Administration Committee and report back on what necessary outside resources would be necessary to complete the study;
- c) That the Steering Committee report back by 1992 March 30 with a critical path time frame for the work to be carried out on the review;
- d) That Councillor A. Sloat be appointed as the Regional representative and Councillor D. Granger be appointed as an additional member, to the Steering Committee."

The committee met on February 18, 1992 and asked the CAO's of the Region and City of Hamilton to bring back a preliminary report before the end of March. The presentation of the report was postponed due to the expectation that the Ministry of Municipal Affairs would be presenting its report on Regional Government by mid May. Your committee asked that the following subjects be dealt with in this report:

- Literature Search
- Organizational Structure - City/Region
- Time lines for implementation

- Review of departments presently combined eg. Human Resources & Systems

These and several other topics are addressed below.

Literature Search

A letter was sent to five professors of political science who specialize in municipal government explaining our proposed undertaking and asking them to direct us to examples of where this has previously been tried. Also the Canadian Association of Municipal Managers and the International City Managers Association were contacted. Most of the replies have now been received. Preliminary analysis indicates that there are several examples in the U.S.A. where lower tier municipalities have little or no staff and contract for service with the upper tier. However, further analysis of the suggested literature is necessary in order to reach a conclusion. Also the names of several other authorities were given by our contacts. These have not yet been followed up. If other models are identified, information will be gathered and a report prepared.

Present Organizational Structure

Attached for your information are the organizational charts of the Region and City. For purposes of the present discussion, the actual structure may be ignored. It is important however, to note that there are three classes of departments.

These which are:

- Unitary Departments (City or Region)
- Region and City combined
- Parallel in both City and Region.

Unitary Departments (City and Region)

Table 1 sets out the twenty-three (23) departments which comprise the City and Regional administration according to which corporation they report and whether they are unitary or parallel.

Of the twenty-three (23), ten (10) are unitary, having no parallel. It is therefore simple to bring these into an integrated bureaucracy. All that would be necessary in the first instance is to change the reporting relationship by making all ten (10) report to one CAO.

A specific target of 7% - 10% downsizing should be set early in the process to ensure that all possible reductions in cost are realized in the lower parts of the organization.

Combined Departments

The joint Departments of Human Resources and Information Systems are already combined and require no further change.

Parallel Departments

There are four departments which need to be combined into unitary departments in an integrated administration.

These are:

- CAO
- Legal
- Finance
- Clerk

It would seem fairly straight forward to combine the two CAO offices, the two Finance Departments, and the two Clerk's Departments. Some preliminary investigation would be necessary to ascertain whether or not two separate legal entities like the City and Region could in fact have a shared Legal Department.

Possible Organization Mergers

Table II sets out a number of possible mergers that could be studied to produce an integrated system. These mergers attempt to address the issue of Span of Control. If the span of control (ie. number of people reporting to one position) is too large then the senior position loses control and there is lack of co-ordination and direction. If it is too small then there is waste of effort, duplication and loss of creativity. It is commonly held in managerial literature that the optimum span is seven to nine though in a highly complex organization it may be smaller. An emerging school of thought is however suggesting that it can be widened to possibly ten or twelve or even more. The general rule is that the smaller the span, the tighter the control and the less flexible the decision making. However, the wider the span, the looser the control and the more flexible the decision making which brings with it the possibility of mistakes and error. This, in fact, is the essence of empowerment.

In a public arena like municipal government where mistakes become major headlines, the question to be faced in developing an integrated administration is - How much control and accountability is required? (See article by Grant W. Russell attached).

Time Line for Implementation

Phase I

Once the decision to proceed has been taken by both Councils, it is estimated that twelve to eighteen months would be required to accomplish implementation of Phase I. Table III describes the steps required and the possible sequence to be followed in reaching this objective.

It would be important early in the process to appoint the CAO of the new structure and assign to that person the responsibility for managing the process. The CAO not appointed should be encouraged to remain in place to ensure the continued operation of the old structure until the new reporting relationships have been established.

The new CAO should establish a Staff Working Group to undertake the tasks necessary to accomplish full integration. This group should not include any department head from the parallel departments to ensure that all department heads are given equal opportunity to compete for the new positions. However, once these competitions are complete, the successful candidate could join the group which ultimately would become the new management team.

Phase II

Each department head, new or existing, should be responsible to rationalize the staffing requirements of their department in order to reduce staff. This would be particularly true where melded departments are created and certain positions become redundant. This process would take another year to eighteen months to work itself out. Thus, to complete the process is approximately three years.

Review of Departments Presently Combined

There are two fully combined departments namely Human Resources and Information Systems. These departments provide full service to the Region and the City (Human Resources is on the Regional payroll, while Systems is on the City payroll). There are other departments which are identified as being either City or Regional which sell service to the other corporation.

For example: Traffic Services - City
 Planning - Region
 etc.

Human Resources and Information Systems are the only two melded departments which exist now. These are "melded" in the sense that they report directly to both City and Regional Councils. They therefore provide a model for all future departments in the new integrated bureaucracy. It is important, therefore, to gather information about their cost and performance. This could be a long and costly task if performance is to be measured objectively, however, if members of the committee are prepared to accept the notion that both departments function relatively well and thus provide sufficient confidence to use them as models for the future then all that remains is to consider cost.

This task is underway in so far as a graduate student from McMaster University is working with a joint Region/City team to estimate the difference in cost between the present melded departments and the cost which would have been incurred if two separate departments had continued with the Region and City. The results of the Human Resources study are expected in June.

Other Issues to be Considered

While the committee at its last meeting did not raise these issues, it would seem wise to place them on the agenda now, if only that they may be dismissed, or where necessary resolved. These issues are:

- Accountability and Control
- Conflict Resolution
- Size of the Bureaucracy
- Which corporate payroll will assume the new bureaucracy
- Parallel committee structure

Accountability and Control

Accountability and control is central to the appropriate functioning of a bureaucracy. As has been said earlier, too much control and the organization becomes unresponsive, too little control and it becomes irresponsible.

Part of the solution may be found in the use of a relatively small group of senior managers reporting to the CAO. Each manager being charged with responsibility for a group of services (departments). An expanded span of control could be achieved by the use of a deputy CAO. This, however, should only be contemplated if it were possible to achieve by a net reduction in staff.

However, who controls the CAO? This is a very important matter since a senior bureaucrat who has full information in the bureaucracy and reports to two Councils is in danger of becoming too powerful.

This difficulty may be avoided by establishing an Administrative Executive. This would be a group comprised of the Mayor of the City of Hamilton and the Regional Chairman along with one City Councillor and one non-City Councillor. This committee would have no legislative responsibility but would be directly responsible for the appointment and supervision of the CAO. As a matter of legislation at both Regional and City Council, the Administrative Executive would be required to conduct a full annual performance appraisal of the CAO and report annually to the Councils. The CAO should be appointed by contract, the renewal of which is dependent upon both Councils annual approval of the performance appraisal as presented by the Administrative Executive.

Conflict Resolution

There will be occasion when the legitimate objectives of the two Councils will come into conflict and where bureaucrats who are loyal to both corporations can not reach a resolution. In the present system, the Regional staff advise Regional Council on how to achieve the best interests of the Region and the City Council is similarly advised by its staff. The decision is then taken politically.

However, in the new system this will become a problem when staff are expected to give advice on matters which could favour one organization over the other. The Administrative Executive may be used to resolve this kind of difficulty. The CAO would be charged with the responsibility of bringing such a situation to the attention of the Administrative Executive who would be informed on both sides of the matter by staff. Then the Administrative Executive would deal with the matter politically at both Councils.

Over time, the matter of conflict may prove to be more a problem in theory than in practice and in which case this responsibility of the Administrative Executive could be terminated.

Size of the Bureaucracy

There is a danger that a large bureaucracy may lose any initial financial savings by relative inefficiencies. This may not be as serious issue as it first appears since much larger municipal bureaucracies exist than the one contemplated here (eg. Toronto, Vancouver, Montreal, Edmonton, Winnipeg, etc.) . These systems work relatively well though they suffer all the problems and inefficiencies of any large bureaucracy.

There appears to be a general rule that the smaller the bureaucracy, the more efficient and responsive it is likely to be. If this is accepted it may be wise to develop a parallel process to the integration of the two bureaucracies which addresses the possibility of reducing the size of both and consequently the size of the new structure. What is being addressed here is not simply the downsizing of the organization. There are limits to how far this can go and the limit may have indeed been reached with the last two years of

budget restraint. To achieve further meaningful reduction it would be necessary to inquire if certain services should not be delivered by a non-government agency. This could include handing over some services to the private sector and some to the voluntary sector. Regional Council is on record as approving the investigation of alternate methods of services delivery.

Which Corporate Payroll will Assume the New Bureaucracy?

This may seem like a trivial matter to raise at this point, but it should be addressed if confusion is to be avoided later. People have a tendency to give their first allegiance to whomever signs their pay cheques. Will they then be City staff or Regional staff? This then raises the further question - Will it be a City bureaucracy selling service to the Region or visa versa?

Information just now becoming available for some of the university contacts suggests that there are municipalities in western United States which have little or no staff. It appears that some towns and cities purchase all of their services from the County.

The Provincial Report on Regional Government

The Provincial Report was expected to have been available by mid-May. Indeed reporting to committee was delayed for that reason. However, it now appears that the Province is unlikely to proceed in any meaningful way. The Minister of Municipal Affairs has indicated that the Legislative Calendar is too full to accommodate any omnibus changes to any of the Regional Acts in the term of this government. He has said, however, that individual adjustments requested by a Region could be considered.

Parallel Committee Structure

At some point in the process the two Councils may wish to consider establishing a Parallel Committee Structure. For example, where there is shared legislative responsibility (eg. Roads Planning, etc.) staff could report to one committee and that committee report to both Councils. A joint Administration and Personnel Committee would seem obvious and could avoid duplication and conflict. (See Table IV)

At some point in the future it might be possible to hold both Councils in the same time period by alternating the person governing the meeting and integrating the agenda.

Possible Cost Savings

It is clear that an integrated bureaucracy will reduce salary costs. In Phase I where the senior management is reduced by four positions the savings is likely to be in the neighbourhood of \$500,000. The major savings would be expected in Phase II where other staff reductions are contemplated.

There would, of course, be front-end expenditures associated with these savings though this will be kept to a minimum by attrition and early retirement.

It is difficult to ascertain the exact size of the total net savings without a detailed analysis. This requires time which would delay the process. However, general estimates will be produced in a future paper.

The Next Steps

This report is presented for information and debate. A further refinement of the report will be prepared on the basis of that debate which will lead ultimately to a proposed structure for presentation to both Regional and City Council. This document should also become the subject of a joint Region/City Management Team meeting.

Start Date

The next report should be ready for approval by both Councils in September 1992.

Bibliography

Members of the Steering Committee may be interested in the following list of background reading material.

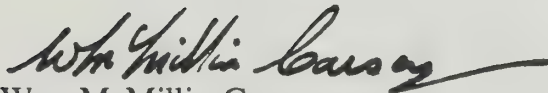
1. Hickey, Paul. Decision Making Process in Ontario Local Government, Toronto: Government of Ontario, Ministry of Treasury, Economics and Intergovernmental Affairs 1973
2. Kernaghan, K & Siegel, D. Public Administration in Canada, Toronto, Methuen 1987
3. Tindal, C.R. & Tindal, Nobes S. Local Government in Canada, 3rd Ed. Toronto: McCraw Hill Ryerson Limited 1990

4. Government of Canada, Public Service 2000: Renewal of the Public Service of Canada, Ottawa: Ministry of Supply and Services Canada 1990

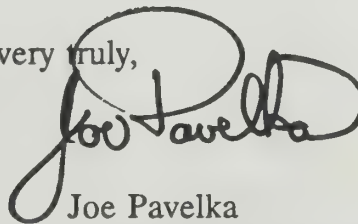
Recommendations

1. That this report be forwarded to all the Committees of both Councils for consideration and comment: and
2. That a further report be produced which reflects the matters raised in the discussion of the Committees; and
3. That this report become the subject of a joint City/Region Management Team meeting; and
4. That a plan for administrative integration be presented to Regional and City Council as soon as possible, but not later than December 31, 1992.

Yours very truly,



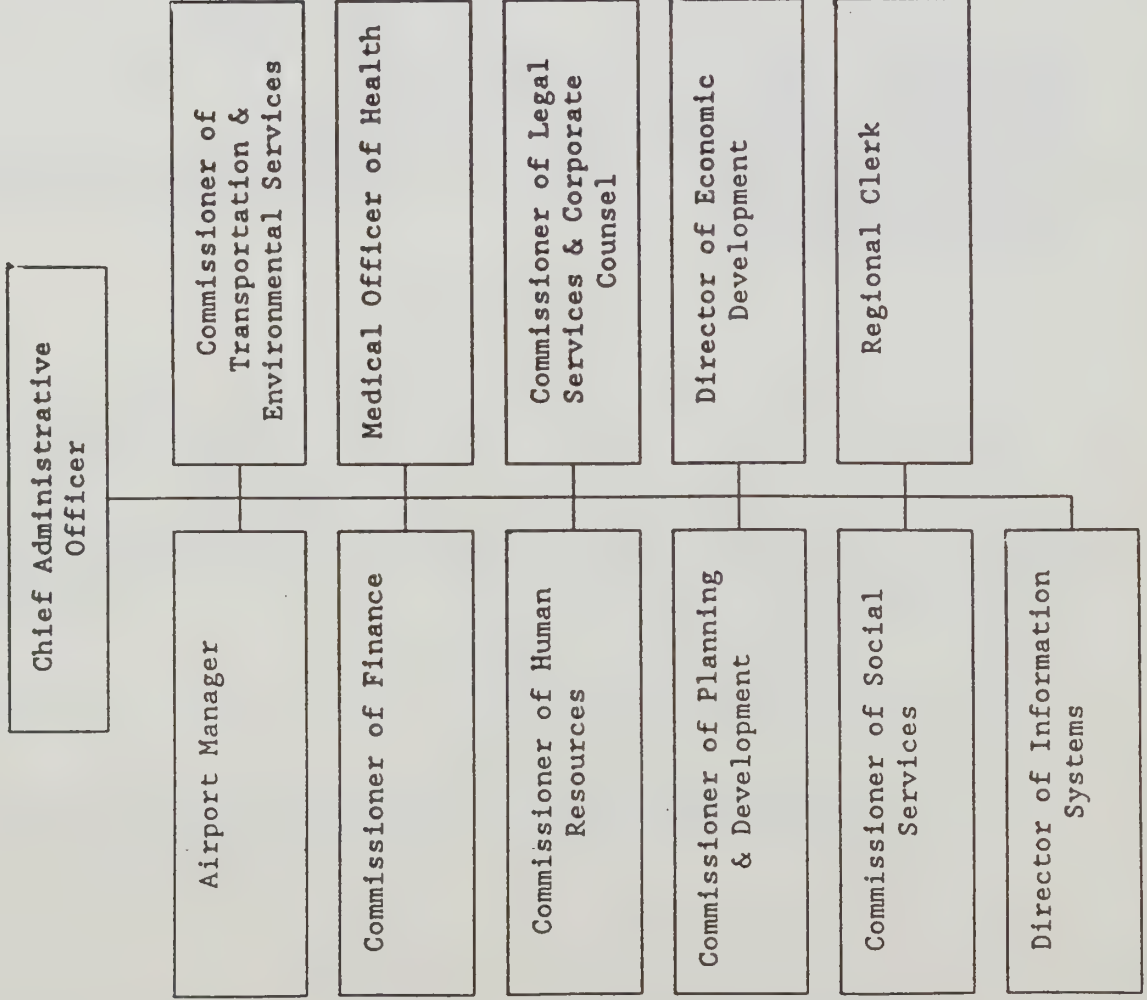
Wm. McMillin Carson
Chief Administrative Officer
Regional Municipality of
Hamilton-Wentworth



Joe Pavelka
Chief Administrative Officer
City of Hamilton

PRESENT ADMINISTRATIVE
STRUCTURE

Administrative Structure
Regional Municipality of
Hamilton-Wentworth



Administrative Structure
City of Hamilton

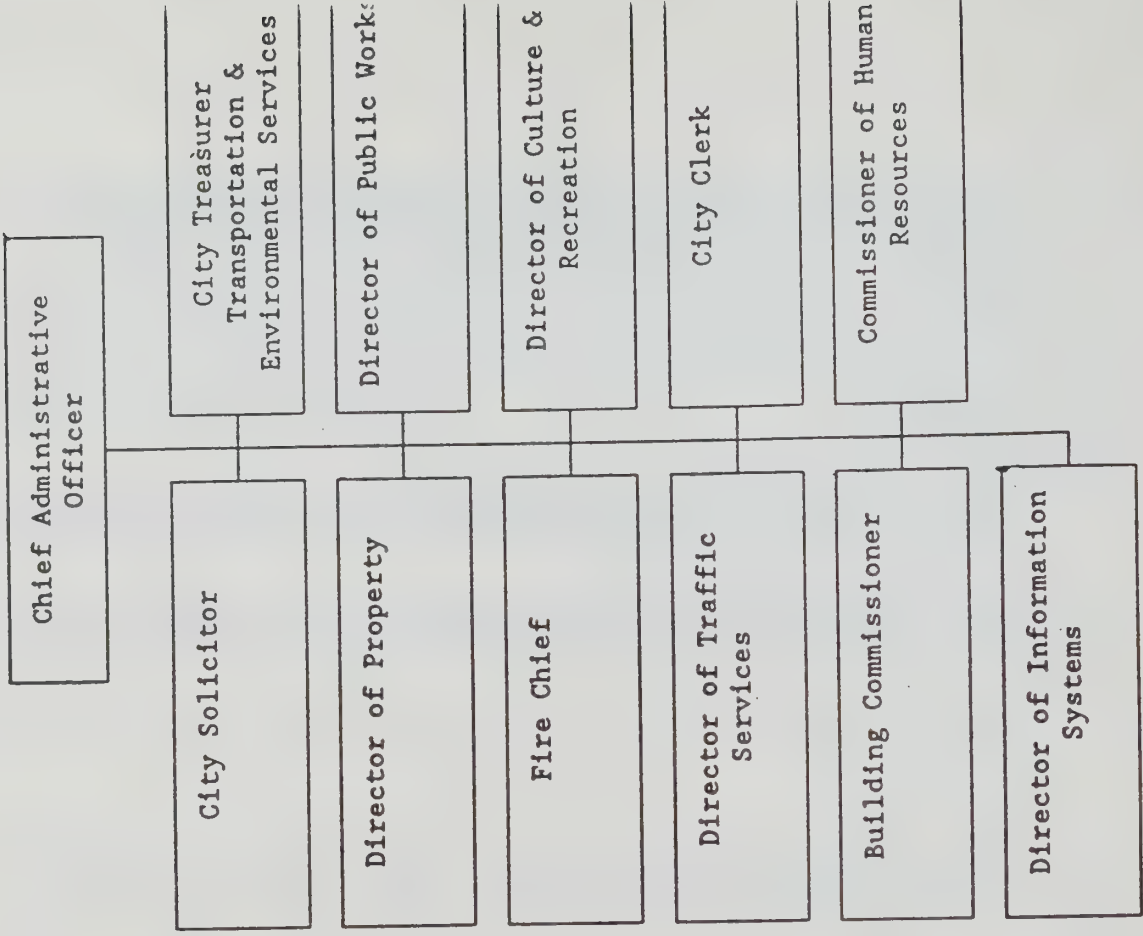


TABLE I

**Regional and City Departments
by
Reporting Relationship**

	Unitary Departments ie. no parallel	Parallel Departments	Combined Departments	Other
Region	Economic Development & Planning Social Services Health Transportation & Environmental Services	CAO Regional Clerk Regional Finance Regional Legal	Human Resources Information Systems	Police Services
City	Public Works Building Department Traffic Services Property Department Fire Department Culture and Recreation	CAO City Clerk Treasury City Solicitor's Office	Human Resources Information Systems	Hamilton Public Library HECFI

POSSIBLE ORGANIZATIONAL MERGERS

Regional CAO and City CAO

Regional Finance and City Treasury

Regional Legal and City Law

Regional Clerks and City Clerks

City Public Works and City Traffic

City Building and City Property

Regional Finance, City Treasury and Information Systems

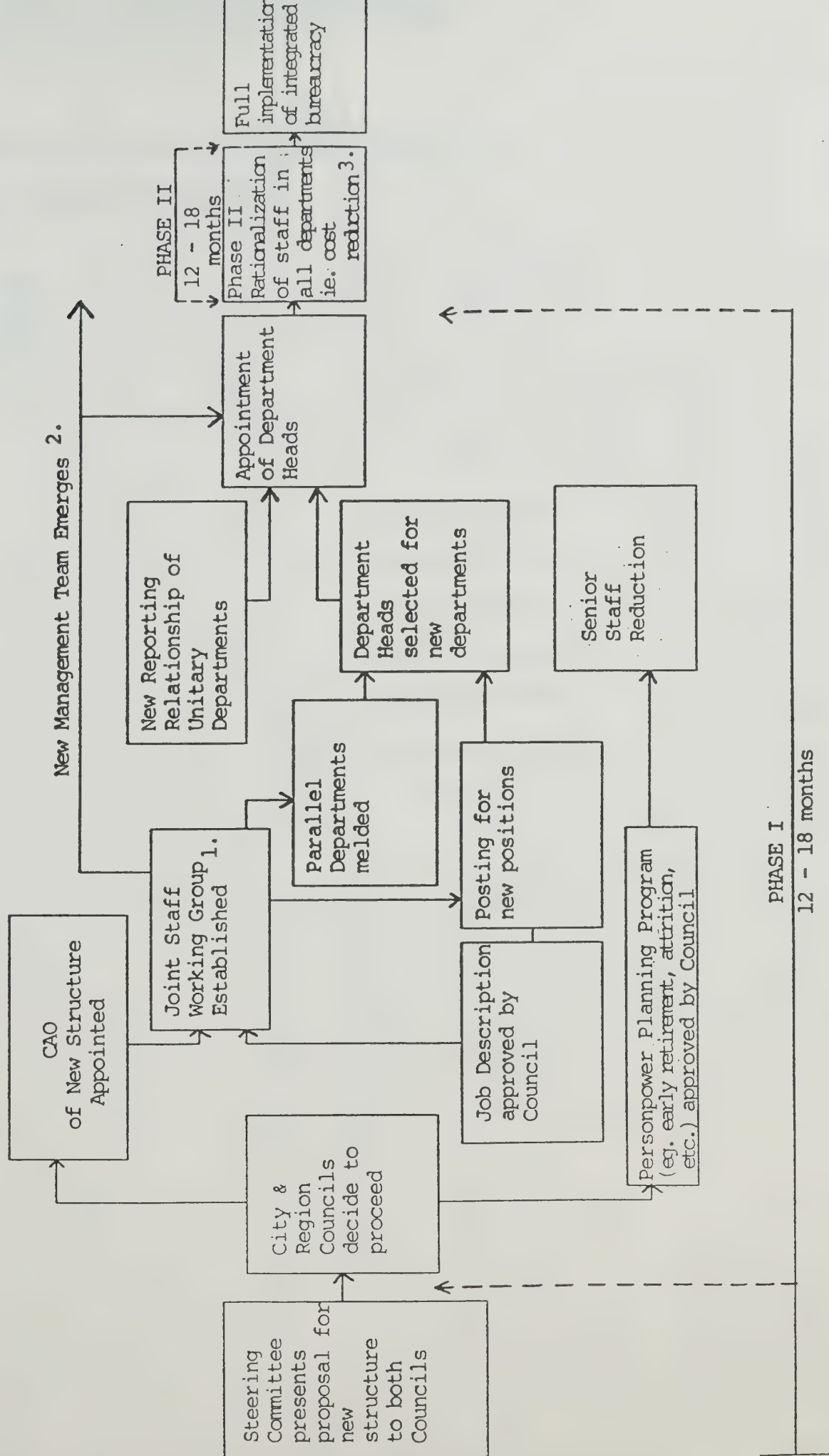
Library Boards

Culture and Recreation and Fire

TABLE III

Possible Process for Implementation of Integrated Bureaucracy

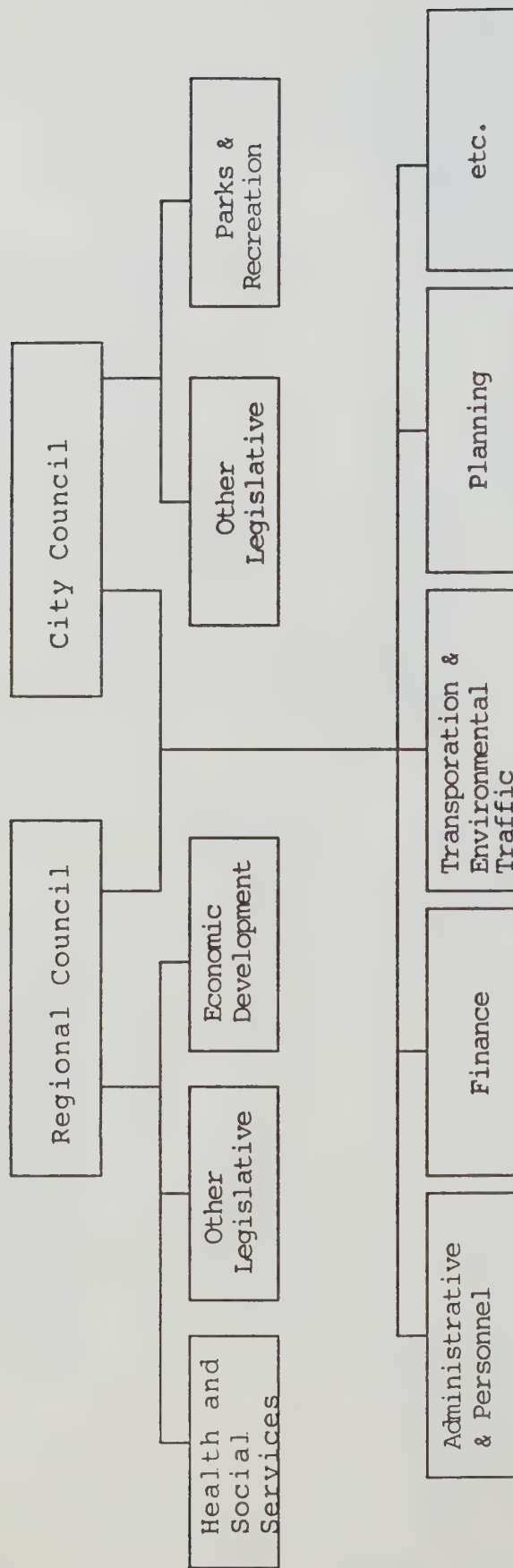
Following Decision to Proceed



1. Department Heads who are not likely to be replaced by the process.
2. As New Department Heads are added, they join the working group.
3. Phase II will address a staff reduction by reorganization of lower levels. This will take approximately 18 months to two years to complete.

TABLE IV

Possible Parallel Committee Structure



How much control and accountability?

As the instructor of a graduate course in controllership, I have to inform my students about the appropriate amount of control that an organization requires. When the discussion turns to total quality management, the questions are raised: "Can TQM apply to control/accountability situations? Can a management control system operate with zero defects?" The students have all been taught Horngren's model of cost/benefit relationship on management control systems — too much control provides too little benefit for the cost incurred. Their perception is that the costs of a tight control system are measured in person-years in the controller's office, in the number of forms that are filled out by operating personnel, and the cost of an internal audit staff. Unfortunately, many organizations utilize reactive control, done on a mechanistic "cybernetic" model, i.e., the model that (1) sets standards (2) measures outcomes (3) compares to standard and (4) takes appropriate corrective action. While an adaptive reaction to change the standard is possible, it is not desired. If the result of the control model is only to change the standard, then there is little benefit in having a control system at all.

The effects of a loose control system are well documented. In the public sector particularly, the politicization of the failures results in an amplification process as each "owner/stakeholder" of the government will be informed by the media. Unfortunately, the control system rarely identifies those positive outcomes that result from good management. Consequently, good government (management) is rewarded rarely, but failures are trumpeted through the media or the reports that go to the board of directors. This asymmetrical outcome leads to a risk adverse management style by government, and tight control mechanisms are highly desired by management. Similarly in

profit-oriented firms, control failures can be magnified by public disclosure to the extent that the firm will institute tight reactive controls.

The effects of too tight a control structure are more subtle. The structure forces conformity to previously identified targets, and ignores any opportunities for management to enhance performance

A tight control structure also implies a very centralized, less flexible decision-making process.

substantially, if these opportunities have not been explicitly identified at the standard-setting time. The opportunity loss will not be identified by the system and, as a result, any determination of opportunities foregone will come from outside. For example, we can examine the organization that allows only cash sales and no credit sales. Clearly, the organization has reduced the possibility of credit failure to zero, and its control system has been very successful; simultaneously it has reduced the profit on otherwise available credit sales to zero.

Trained as management accountants, we value control very highly. As controllers, our objective is the elimination of systems failure and zero defects. The result of this restrictive control is that the organization takes no risks at all. The tight control structure also implies a very centralized, less flexible decision-making system, with significant decisions being

made only at a very high level.

There is now a growing awareness in Canada that our control structures are very tight, and in some cases, too tight. To combat this, many organizations are attempting to push decision-making responsibility down to lower levels of the structure. This empowerment process, inevitably, will lead to some material level of failure. For example, in the federal government, we observe a decision to admit a former foreign minister of another country as a landed immigrant to Canada made not by the minister, but by a manager lower in the civil service hierarchy. The result of this decision was a national discussion of the failure of the system to reflect the wishes of Canadians, and a substantial amount of embarrassment for the government. The natural desire of the government is to reclaim decision making to higher, more secure levels of the hierarchy. Such a decision is, of course, trying to turn the clock back. Rather than build tighter reactionary controls, we must start to develop more proactive control systems — a much more difficult undertaking.

In the proactive control system, we must anticipate as much as possible the changes that we will experience, and to equip managers as much as possible for the flexible decision making that is necessary. As leaders in accountability, we must take a positive stand when failures are discovered. A properly balanced control system will allow failures; we can learn from them. However, where we build a system to preclude active change (with accompanying risks) within the organization, we will inevitably build a control system that leads to an organization that changes slowly. This condition, in a rapidly changing environment, ultimately spells the decline and failure of the enterprise.

Grant W. Russell, MBA, CMA, FCMA, is an associate professor of management accounting at the University of Waterloo. He is a director-at-large for The Society of Management Accountants of Canada.

7.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 August 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. Thompson
Acting City Clerk

SUBJECT: Adult Basic Education Association - Brochure

BACKGROUND:

The City Clerk's Department has received a request from the Adult Basic Education Association of Hamilton-Wentworth to print 100,000 copies of the attached Hotline Brochure for distribution throughout the Community during Literacy Week September 8 - 15, 1992 at a cost of approximately \$650.

The Adult Basic Education Association is an umbrella organization representing all education service providers in the Hamilton-Wentworth Region including the three Boards of Education, Mohawk College, Hamilton Public Library and provides information on the basic education programmes offered by its members. The Association is funded through the Ministry of Education, Literacy Branch.

While this Brochure will provide an important service and benefit to the Community and, as such, is worthy of support, approval of this outside request would have an adverse impact on the City Clerk's Budget for the purchase of printing supplies which was reduced by 20% in 1992, resulting in a 20% reduction in printing services to all Civic Departments.

Approval of this outside printing request would also encourage other similar requests which, if approved, would conflict with and undermine the City's Budget restraints.


/Attached.

c.c. - Alderman D. Drury

ADULT BASIC EDUCATION HOTLINE

has information on:

- improving math and reading skills
- English as a second language
- family literacy
- getting a high school diploma or equivalency
- programs for displaced workers- Labour Adjustment
- pre-employment skills programs - jobsOntario
- job readiness programs
- workplace literacy programs
- volunteering with community literacy groups

527-2222

"Education Hotline"

The ABEA gratefully acknowledges the assistance of the **City of Hamilton**

ADULT BASIC EDUCATION ASSOCIATION

Our services include:

- **Hotline and Walk-in** counselling and referral service for adults to adult basic education programs
- **Outreach and community development** to improve access to programs
- **Conferences and Workshops** for adult education instructors, teachers and tutors
- **Building community partnerships** to better meet the needs of adults learners

**For more information call
our Education Hotline**

527-2222

Adult Basic Education Association
of Hamilton-Wentworth

Box 2700

55 York Blvd., 4th floor

Hamilton, Ontario

L8N 4E4



MUNICIPALITE DU CANTON DE TINY
MUNICIPALITY OF THE TOWNSHIP OF TINY

R.R. #1, PERKINSFIELD, ONTARIO
(705) 526-4204/526-3706 FAX 705-

8a

June 24, 1992

City of Hamilton
71 Main St.
Hamilton, Ontario
L8V 2W5

Attention: Head of Council

Dear Sir/Madam:

RE: Restructuring in Simcoe County

Council for the Township of Tiny passed Resolution No. 405/92, attached, at their regular meeting on June 10, 1992 with regard to the above noted matter.

County restructuring is taking place across Ontario and Council believes that it is important that the Minister, prior to drafting legislation, listens to the public and to the municipal Councils. I have attached some background information for your Council and would ask that it be presented at your next Council meeting along with the draft resolution also attached.

We would appreciate it if you would advise both ourselves and the Minister of Municipal Affairs of your support for our position.

Sincerely,

Ross Hastings

Ross Hastings
Reeve

RH/cc
Encls.

TOWNSHIP OF TINY

405/92

Date June 10 1989

MOVED BY Pete Stubbins

CARRIED 5 - 0

SECONDED BY F. Maurice

LOST

THAT

Signed Ross Hastings

Whereas all efforts at ensuring the integrity of the Township of Tiny's municipal boundaries and financial welfare have been frustrated by the County of Simcoe under the guidance of the Ministry of Municipal Affairs;

Now therefore be it resolved that the municipal Corporation of the Township of Tiny hereby confirm that it is opposed to the implementation of legislation enacting the final report of the Simcoe County Study Committee;

And further that a copy of this resolution be sent to all municipalities in the Province of Ontario asking for their support and that these municipalities advise the Premier of Ontario, the Minister of Municipal Affairs and their respective members of the Ontario Legislature and the Council of the Corporation of Tiny.

And that a brief summary of events accompany this resolution.



BACKGROUND INFORMATION

Tiny Township is located within the County of Simcoe. We are a large Township on the shores of Georgian Bay with a population of approximately 20,000 which includes a large seasonal population. The Minister of Municipal Affairs is currently preparing legislation to implement restructuring in our area and our concerns with regard to the new boundaries have not been addressed.

Restructuring in our area means that over 80% of the Township of Tiny's commercial and industrial assessment will be transferred to the Town of Midland on January 1, 1994. We will lose approximately 20% of our total taxes. We would ask you to consider what effect such a loss would have on your own municipal budget.

The Township of Tiny realizes that some adjustment in boundaries may be appropriate and has suggested an alternative of a boundary using Highway 93 and 12 which transfers some commercial assessment to the adjacent Town.

We have asked for consideration of our proposal on numerous occasions. Our residents have written to the Minister en masse objecting to the impact that restructuring will have on our municipality. All of our attempts to date have been to no avail.

We are enlisting your support in asking that no legislation be passed to restructure the County of Simcoe until our concerns have been adequately addressed by the Minister of Municipal Affairs. Please help ensure that restructuring in the Province of Ontario creates stronger, more viable municipal units and does not simply encourage "assessment grabs" by urban municipalities.

**DRAFT RESOLUTION
FOR YOUR CONSIDERATION**

WHEREAS THE Township of Tiny in the County of Simcoe has met with the Minister of Municipal Affairs to express their concerns with the restructuring of the Township's boundaries which will result in large assessment loss;

AND WHEREAS the Minister of Municipal Affairs has not responded to the concerns expressed by the Township of Tiny's Council and ratepayers;

AND WHEREAS County Restructuring is being undertaken in a number of areas throughout the Province of Ontario and all municipal Councils have an interest in ensuring that the process is carried out fairly and with proper consideration given to local concerns;

NOW THEREFORE Council for the Corporation of the _____ of _____ hereby petitions the Minister to address the concerns of the Township of Tiny, and to ensure that restructuring in the Province of Ontario creates stronger, more viable municipal units and does not simply encourage assessment grabs by urban municipalities. And further, that a copy of this resolution be sent to the Township of Tiny, the Minister of Municipal Affairs and the Premier of Ontario.



The City of Stoney Creek

August 5, 1992

Joseph Schatz, Clerk
City of Hamilton
71 Main Street West
Hamilton ON L8N 3T4

8b.

ACT ON:	F.Y.A.

**Re: City of Stoney Creek Resolution No. 14-9
- respecting Multiculturalism**

Council at its meeting held June 23, 1992, adopted the following resolution No. 14-9, respecting the Stoney Creek Council's endorsement of Canada's policy on Multiculturalism.

MOVED BY Councillor Larry Di Ianni

SECONDED BY Councillor Maria Pearson

WHEREAS Canada is a country whose citizenry comes literally from the four corners of the earth, and

WHEREAS Canada's generous policies of inclusion have aided its citizens to assimilate in the Canadian society by accepting its laws and practices, and

WHEREAS Canada's policy of Multiculturalism has assisted greatly in this process of inclusion and assimilation;

NOW THEREFORE BE IT RESOLVED:

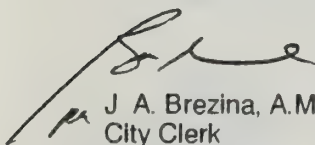
That Stoney Creek Council fully endorse Canada's policy on Multiculturalism and that we ask the Provincial Government through its Ministry of Culture and Citizenship to also go on record in support of this resolution and that we ask the endorsement of all municipalities in Ontario over 25,000 people in population, and that this recommendation be circulated to the Unity Committee, Honourable Shirley Martin, Prime Minister Brian Mulroney, and the leaders of the Liberal and N.D.P. Federal Parties.

Robert Hodgson

MAYOR

It would be appreciated if you would place this resolution before your Council for its endorsement and forward same to the Unity Committee, the Prime Minister Brian Mulroney, and the leaders of the Liberal and New Democrat Federal Parties.

A copy of *The Multiculturalism Policy of Canada* is attached for your Council's information.


J. A. Brezina, A.M.C.T.
City Clerk

rc

Attachment



THE MULTICULTURALISM POLICY OF CANADA

WHEREAS the Constitution of Canada provides that every individual is equal before and under the law and has the right to the equal protection and benefit of the law without discrimination and that everyone has the freedom of conscience, religion, thought, belief, opinion, expression, peaceful assembly and association and guarantees those rights and freedoms equally to male and female persons;

AND WHEREAS the Constitution of Canada recognizes the importance of preserving and enhancing the multicultural heritage of Canadians;

AND WHEREAS the Constitution of Canada recognizes rights of the aboriginal peoples of Canada;

AND WHEREAS the Constitution of Canada and the *Official Languages Act* provide that English and French are the official languages of Canada and neither abrogates or derogates from any rights or privileges acquired or enjoyed with respect to any other language;

AND WHEREAS the *Citizenship Act* provides that all Canadians, whether by birth or by choice, enjoy equal status, are entitled to the same rights, powers and privileges and are subject to the same obligations, duties and liabilities;

AND WHEREAS the *Canadian Human Rights Act* provides that every individual should have an equal opportunity with other individuals to make the life that the individual is able and wishes to have, consistent with the duties and obligations of that individual as a member of society and, in order to secure that opportunity, establishes the Canadian Human Rights Commission to redress any proscribed discrimination, including discrimination on the basis of race, national or ethnic origin or colour;

AND WHEREAS Canada is a party to the *International Conventions on the Elimination of All Forms of Racial Discrimination*, which Convention recognizes that all human beings are equal before the law and are entitled to equal protection of the law against any discrimination and against any incitement to discrimination, and to the *International Covenant on Civil and Political Rights*, which Covenant provides that persons belonging to ethnic, religious or linguistic minorities shall not be denied the right to enjoy their own culture, to profess and practice their own religion or to use their own language;

AND WHEREAS the Government of Canada recognizes the diversity of Canadians as regards race, national or ethnic origin, colour and religion as a fundamental characteristic of Canadian society and is committed to a policy of multiculturalism designed to preserve and enhance the multicultural heritage of Canadians while working to achieve the equality of all Canadians in the economic, social, cultural and political life of Canada;

(1) It is hereby declared to be the policy of the Government of Canada to:

- recognize and promote the understanding that multiculturalism reflects the cultural and racial diversity of Canadian society and acknowledges the freedom of all members of Canadian society to preserve, enhance and share their cultural heritage;
- recognize and promote the understanding that multiculturalism is a fundamental characteristic of the Canadian heritage and identity and that it provides an invaluable resource in the shaping of Canada's future;
- promote the full and equitable participation of individuals and communities of all origins in the continuing evolution and shaping of all aspects of Canadian society and assist them in the elimination of any barrier to such participation;
- recognize the existence of communities whose members share a common origin and their historic contribution to Canadian society, and enhance their development;
- ensure that all individuals receive equal treatment and equal protection under the law, while respecting and valuing their diversity;
- encourage and assist the social, cultural, economic and political institutions of Canada to be both respectful and inclusive of Canada's multicultural character;
- promote the understanding and creativity that arise from the interaction between individuals and communities of different origins;
- foster the recognition and appreciation of the diverse cultures of Canadian society and promote the reflection and the evolving expressions of those cultures;
- preserve and enhance the use of languages other than English and French, while strengthening the status and use of the official languages of Canada; and
- advance multiculturalism throughout Canada in harmony with the national commitment to the official languages of Canada.

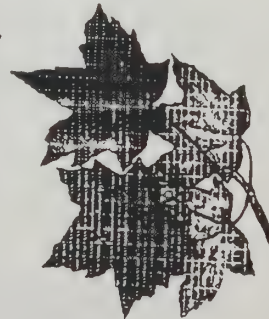
(2) It is further declared to be the policy of the Government of Canada that all federal institutions shall:

- ensure that Canadians of all origins have an equal opportunity to obtain employment and advancement in those institutions;
- promote policies, programs and practices that enhance the ability of individuals and communities of all origins to contribute to the continuing evolution of Canada;
- promote policies, programs and practices that enhance the understanding of and respect for the diversity of the members of Canadian society;
- collect statistical data in order to enable the development of policies, programs and practices that are sensitive and responsive to the multicultural reality of Canada;
- make use, as appropriate, of the language skills and cultural understanding of individuals of all origins; and
- generally, carry on their activities in a manner that is sensitive and responsive to the multicultural reality of Canada.

Excerpt from the Canadian Multiculturalism Act, July 1988

John Mulroney

Prime Minister of Canada



9a.

CITY OF HAMILTON
- INFORMATION -

DATE: 1992 July 16

JUL 16 1992

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: STATUS OF REALTY AND BUSINESS TAX
ARREARS, AND TAX COLLECTION PROCEDURES

SUMMARY

Tax arrears are at historically high levels. The majority of arrears are, however, in realty taxes which are secured against the property. The City is already pursuing an aggressive business collection program. With present procedures and those being considered, arrears levels should be manageable for the City. It is also hoped that the pre-authorized payment system to be implemented January 1, 1993 will assist residential taxpayers in maintaining their taxes on a current basis. An economic upturn would likely be required, however, in order to return arrears to previously acceptable levels.

In challenging economic times such as we are presently experiencing, collection efforts and procedures are sensitive matters. We are presenting this report to advise the Committee of procedures presently in place or being contemplated for implementation. We will continue to monitor the status of our arrears and report back to the Committee prior to any significant changes to collection procedures or efforts or if there is a significant change in our overall tax arrears position.

BACKGROUND:

In recent years both realty and business tax arrears have been increasing. For the information of the Committee, the following is a comparison of the overall status of these arrears as at June 30, 1990, 1991 and 1992:

	<u>1990</u>	<u>1991</u>	<u>% Increase</u>	<u>1992</u>	<u>% Increase</u>
Realty	\$38.2M	\$52.7M	38.0+	\$62.0M	17.6+
Business	<u>4.7M</u>	<u>7.0M</u>	<u>48.9+</u>	<u>8.7M</u>	<u>25.4+</u>
Total	<u>\$42.9M</u>	<u>\$59.7M</u>	<u>39.2+</u>	<u>\$70.7M</u>	<u>18.5+</u>

BACKGROUND: - Continued

Attached is Exhibit "A" which shows an analysis of both realty and business tax arrears for the past 5 years. You will note that both the realty and business tax arrears are historically higher in June of each year than at year end by a notable margin.

The June 1992 figure is also higher than recently cited May 1992 figures reflecting unpaid amounts on the additional instalment due in June.

In percentage terms, the highest annual rate of increase of both realty and business tax arrears was experienced from December 1989 to December 1990 (63%). Since that time the rate of increase has slowed considerably.

The Committee should be aware that the figures quoted represent total tax arrears, broken down as follows (based on 1992 shares of the levy):

City	\$18.5M
Region	18.7M
School Board	<u>33.5M</u>
	<u>\$70.7M</u>

Under our procedures and legislative requirements, the City pays the Region and the Boards 100% of their levies each year even though these amounts have not yet been collected from the taxpayers. The amounts flowing to the other agencies are only reduced when accounts are determined to be uncollectible.

Realty Tax Arrears

Exhibit "B" illustrates the aging of the realty tax arrears as at June and December for the past 5 years. You will note that the majority of the increase occurs in the current and first two year's arrears. This trend has not continued into the third year. As indicated in this illustration, there was no change for example between the amount 3 years in arrears in December 1987 and December 1991.

Exhibit "C" represents an analysis of the outstanding realty taxes as at June 30, 1992. As indicated, there were 18,267 properties in the City of Hamilton with realty tax arrears. Approximately 14,700 were single owner residential properties owing \$23.7M or 38.2% of the total realty tax arrears. The balance of 3,569 properties were multi residential, commercial, and industrial properties owing \$38.3M or 61.8% of the total amount outstanding.

BACKGROUND: - Continued

The lower portion of this exhibit shows the distribution of the arrears owing per property. There were approximately 17,500 properties with arrears of less than \$10,000 owing a total of \$27.2M or 44% of the total. The remaining 770 properties owe arrears of \$34.8M or 56% of the total outstanding. In other words, 96% of the properties in arrears owed 44% of the total while 4% of the properties in arrears owed 56% of the total.

Given that realty taxes form a lien on the property, the City can expect to collect virtually all realty taxes levied. Furthermore, while realty taxes remain outstanding on the tax roll the City earns 15% per annum on those monies. Realty tax collection procedures have, therefore, been designed to pursue outstanding accounts and attempt to obtain payment while being mindful of the security to the City provided by the potential for a lien on the property.

For your information, the City's current realty tax collection procedures are outlined on the attached Exhibit "D". As noted on that Exhibit, the final tax collection steps involve tax registration and ultimately a tax sale in the event that realty taxes remain unpaid.

From January 1991 to January 1992 the number of properties subject to registration increased from 464 to 702. As at June 30, 1992 as a result of ongoing payments and payment arrangements, 170 properties remained subject to the tax registration process. At the time of this report, 83 properties had been registered in 1992 for tax arrears in accordance with Municipal Tax Sales Act. During 1991, 88 properties were registered through this process and to date 53 of these have been paid in full. At the present rate it is forecasted that tax arrears certificates will be registered on the titles of over 140 properties in 1992.

Since 1989, only 7 properties have been sold for tax arrears. Of these, only two have been occupied properties. The remaining properties were vacant land or unoccupied buildings. The current collection procedures allow the property owner every opportunity to make payment over the three year period prior to registration and the Treasury Department is prepared to accept reasonable payment arrangements and register the property only as a last resort. After the property is registered, the taxpayer has the opportunity to redeem the property by making payment in full at any time prior to the sale.

Business Tax Arrears

As indicated on the attached Exhibit "A", business tax arrears continue to increase at a rate not seen in recent history. Increased numbers of business closures, bankruptcies and a general economic sluggishness over the past two years are contributing factors in this regard. In 1992 total business tax write offs for the year are likely to approach \$750,000. In comparison, 1991 write-offs totalled about \$440,000.

BACKGROUND: - Continued

Business Tax Arrears - Continued

As noted in previous reports to the Committee, for the purposes of collection of insolvent accounts the City's status is that of an unsecured preferred creditor. Accordingly, the City's claim is satisfied after the Federal and Provincial Governments (Income Tax, Sales Tax, Worker's Compensation, etc.), any claims for wages owed employees and any secured creditors.

Recognizing the City's weaker creditor status on business tax accounts, different collection procedures have been put in place for business accounts as noted on Exhibit "E".

Special Collection Procedures and Future Considerations

Recognizing the overall extent of tax arrears (both realty and business), the following additional collection procedures have been put in place or are being contemplated:

1. As has been the case in recent years, personalized letters from the Treasurer will be sent to all property owners with tax arrears in excess of \$50,000. These property owners are encouraged to pay their accounts in full or enter into an ongoing payment arrangement. At the time of the June 1991 mailing 26 properties were sent notices for tax arrears in excess of \$7 million. Reports as of June 30, 1992 indicate that 166 properties presently have arrears exceeding \$50,000 comprising total outstanding arrears of \$22.6 million. Of these 166 properties only 16 are three years in arrears thereby subject to the tax registration process. Two of these owners are making regular payments while staff have registered or are preparing to register tax arrears certificates on the remaining 14.
2. Preparations are ongoing to allow the present tax system to utilize multiple collection agencies for the collection of business tax. It is felt that this system will promote greater collection efforts and a greater return per collection dollar spent.
3. Consideration is being given to an in-house collection effort on those business tax accounts with values exceeding \$5,000. Such a program may be able to collect some of these accounts prior to turning them over to the collection agencies thereby reducing collection fees.

BACKGROUND: - Continued

Other Municipalities

We have contacted a number of other municipalities concerning their tax arrears status and have determined that many are experiencing similar problems with increases in tax arrears. Hamilton has traditionally encountered higher realty tax arrears and we are presently reviewing their collection procedures. We have found that one municipality uses the bailiff for the collection of realty taxes after one year of arrears and others use different methods of collection which we are investigating further.

CONCLUSIONS

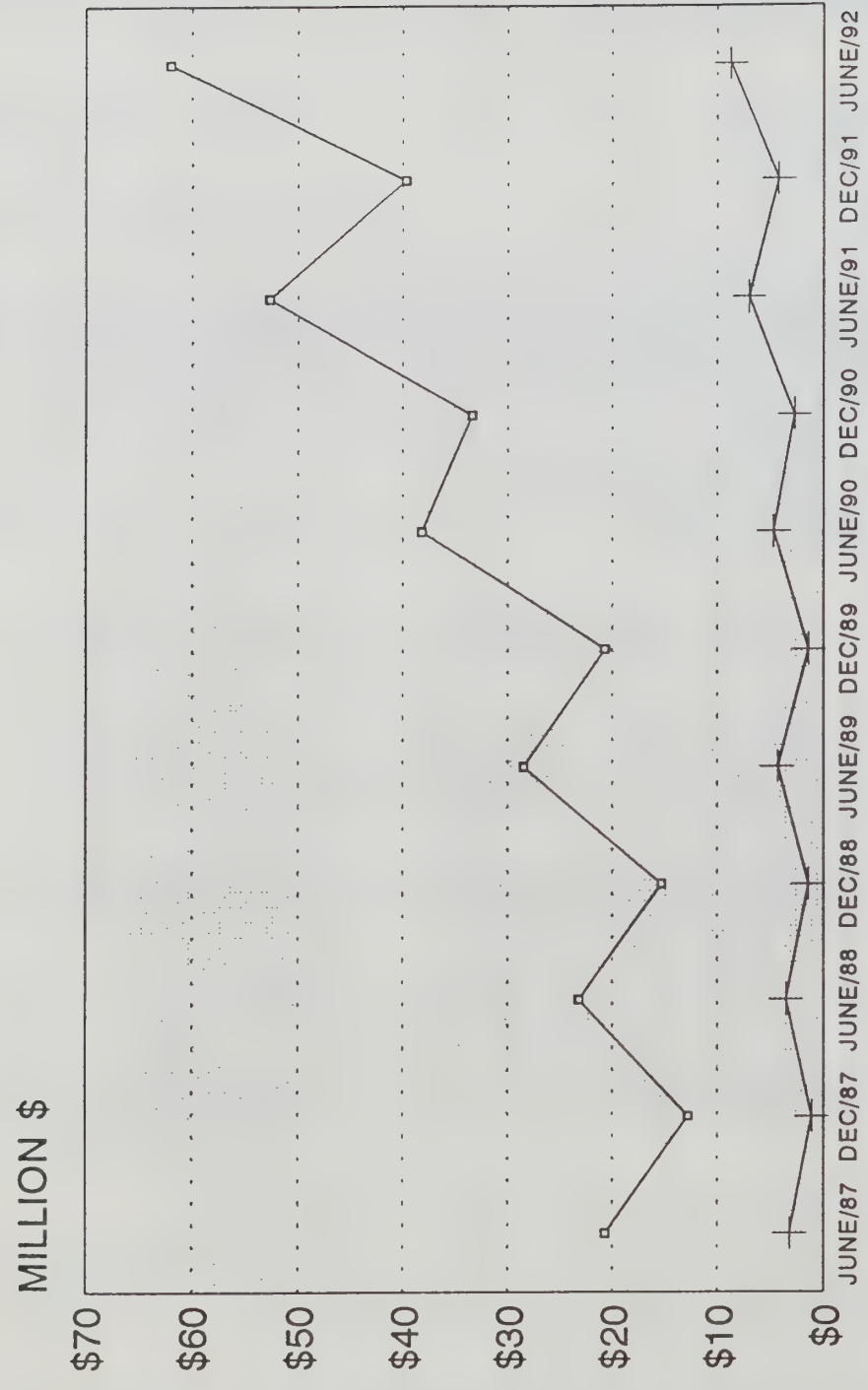
The present tax arrears situation can be summarized as follows:

- Both realty and business tax arrears are at historically high levels.
- ***Realty Tax*** arrears are secured against the property, and the City earns penalty on all over due taxes.
- Our analysis indicates that a small number of large accounts represent a large share of the total realty arrears.
- Collection efforts will be focused towards these larger accounts.
- The majority of realty arrears are for the current year and last year's taxes rather than the 3+ years in arrears which are eligible for tax registration.
- ***Business taxes*** are not secured against the property.
- The present aggressive business tax collection procedures will be continued to attempt to lower the arrears in this area.
- Business tax write-offs will likely be higher than previous years. The present estimate for 1992 is about \$750,000.



Allan C. Ross

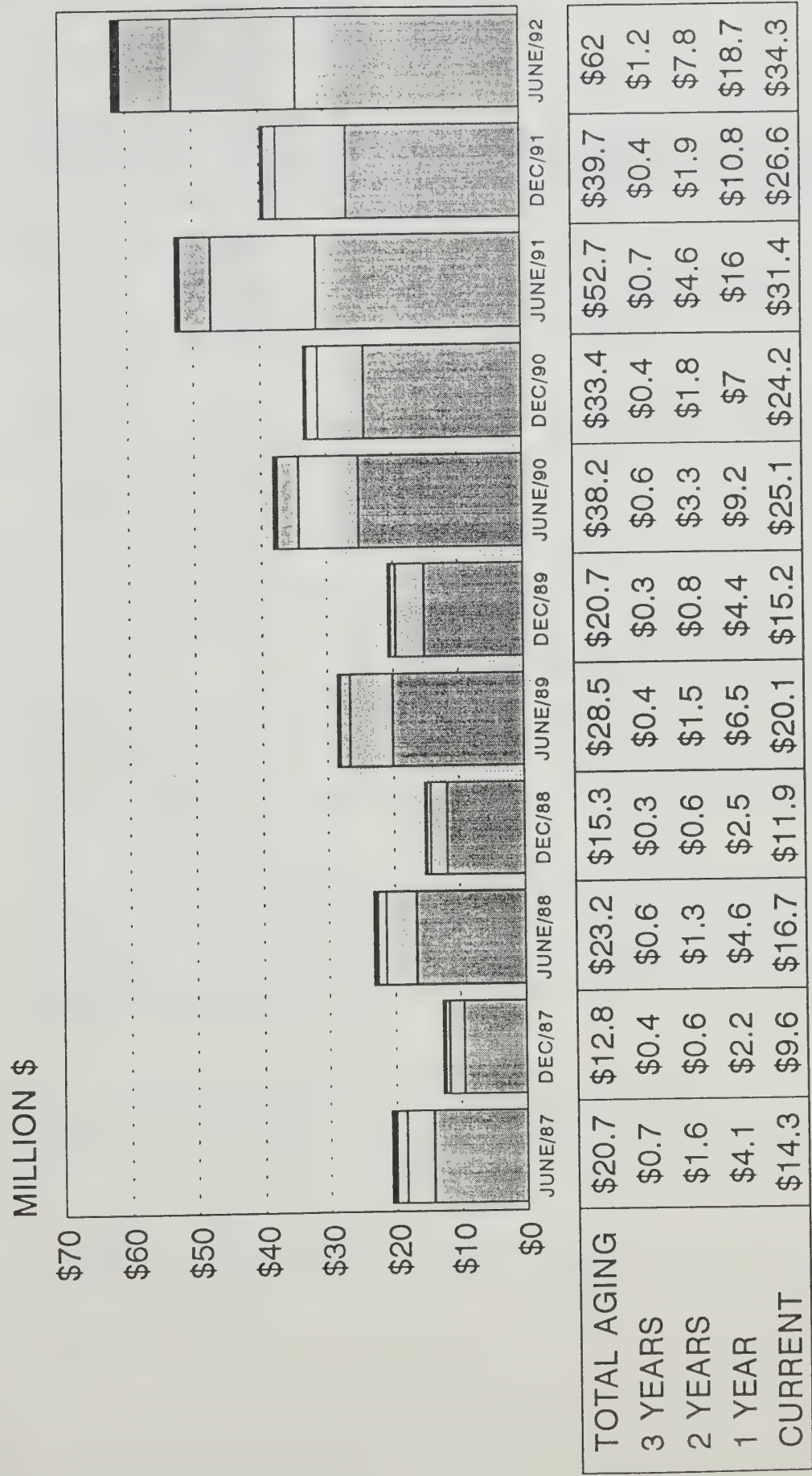
THE CORPORATION OF THE CITY OF HAMILTON
TAX ARREARS 1987 - 1992



REALTY ARREARS	\$20.7	\$12.8	\$23.2	\$15.3	\$28.5	\$20.7	\$38.2	\$33.4	\$52.7	\$39.7	\$62
BUSINESS ARREARS	\$3.2	\$1.1	\$3.5	\$1.4	\$4.3	\$1.4	\$4.7	\$2.7	\$7	\$4.2	\$8.7
% OF TOTAL LEVY		5.2		5.8		6.9		9.8		11	

--- REALTY ARREARS + BUSINESS ARREARS

THE CORPORATION OF THE CITY OF HAMILTON
AGING STATUS OF REALTY TAX ARREARS



AGING OF REALTY TAX ARREARS

☐ CURRENT ☐ 1 YEAR ☐ 2 YEARS ☒ 3 YEARS

**ANALYSIS OF REALTY TAX ARREARS
AS AT JUNE 30, 1992**

EXHIBIT "C"

PROPERTY DESCRIPTION	# OF PROPERTIES	ARREARS (\$MILLIONS)	% OF TOTAL ARREARS
RESIDENTIAL (EST) (SINGLE FAMILY DETACHED, CONDOMINIUMS, TOWNHOUSES, SEMI-DETACHED AND LINK HOMES, VACANT LAND)	14,698	23.7	38.2%
MULTI-RESIDENTIAL, COMMERCIAL, INDUSTRIAL (EST)	3,569	38.3	61.8%
TOTAL	18,267	\$62.0	100.0%

ARREARS BALANCES			
UNDER \$10,000	17,497	27.2	43.9%
\$10,000 TO \$20,000	374	5.2	8.4%
\$20,000 TO \$50,000	230	7.0	11.3%
OVER \$50,000	166	22.6	36.4%
TOTAL	18,267	\$62.0	100.0%

Realty Tax Collection Procedures

1. Realty tax instalment bills are forwarded to the owner or agent of each taxable property in the first weeks of February, March, May and September. The taxpayer has the option in February and May of paying two instalments at once thereby taking advantage of a prepayment discount offered by the City. Alternatively the instalment due dates are the last working days of February, March, June and September.
2. Throughout the year any arrears carried forward from previous current year instalments or outstanding balances from previous years are shown on the tax bill as arrears and included in the total amount due.
3. In December of each year reminder notices are sent out to the assessed address and the most recent change of address shown on the City's tax records, for all amounts outstanding greater than or equal to \$25.
4. All accounts that will become three years in arrears in January of the following year are sent notices in November of the current year with respect to pending tax registration procedures. The owners are advised to pay that portion of the tax that would become three years in arrears in January.
5. In January all of those properties that have become three years in arrears and have made no arrangement with the Tax department to remit payment on the account are again notified of the situation. At this point they are advised that the City will proceed to register the property for tax arrears with no future notice, should no payment be made or arrangements agreed upon.
6. Once the tax arrears certificate is registered on the property the owner(s) has one full year from date of registration to make payment on the taxes in full. During that year all interested parties as registered on the title of the property, the Sheriff's office and tenants according to the assessment roll are notified of the existing tax arrears certificate on the property.
7. After the one year redemption period expires the file is forwarded to our Law Department to ensure compliance with respect to notification as specified by the act. Once the Law Department verifies that the requirements of the act have been carried out they advise the Tax section to proceed with the sale of the property.
8. The property is sold and upon completion of the sale the tax arrears are paid from the proceeds and the balance is forwarded to the court. Any balance remaining after the court satisfies any other lien holders on the property can be recovered by the original owner after their application to the court.

Business Tax Collection Procedures

1. During the first weeks of February and May of each year, business tax bills for the pre-levy and levy instalments are forwarded to each business tax account as they appear on the most recently returned assessment roll. These bills are due on the last working day of the month in which they are levied.
2. Fifteen days after the due date a "final notice" is forwarded to each business tax account that remains outstanding.
3. All accounts that are not paid, confirmed out of business, or have entered into an acceptable payment arrangement are forwarded to the collection agency on the "special program" in the first week of the month following the sending of the "final notice". During the next thirty day period each account on the program receives a notice from the collection agency and are contacted by phone.
4. After the April "special program" all accounts are returned from the collection agency to the City. The outstanding balances are folded into the May levy billing, and appear as arrears on those bills.
5. Following the July "special program", a reconciliation of accounts collected and outstanding is computed and the outstanding accounts are redirected to the collection agency for regular collection. At this juncture the collection agency works the accounts until:
 - a) They are collected.
 - b) It is confirmed that the business has ceased operation at this address, thereby requiring a tax appeal.
 - c) The agency recommends legal action and requested permission to proceed with same.
 - d) Alternate payment arrangements (e.g. post-dated cheque) are agreed.
 - e) The agency recommends the account be written off as uncollectible.
6. As accounts are processed through the tax or assessment appeal systems, credits are applied to the accounts in accordance with the direction of the respective authoritative bodies.
7. As they are approved by City Council credits are applied to the accounts for recommended write offs.

9 b

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 August 13

AUG 13 1992


REPORT TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Allan C. Ross
Treasurer

SUBJECT: WRITE-OFF OF OUTSTANDING BUSINESS TAXES

RECOMMENDATION:

That outstanding business taxes in the amount of \$207,996.68, be written off in accordance with Section 441 of the Municipal Act, R.S.O., 1990, and charged to Account CH53401-24106, Tax Write-Offs.


Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation

BACKGROUND:

Attached is Schedule "B" outlining business tax accounts, which are, in my opinion, uncollectible.

This schedule is summarized as follows:

Category A -	Accounts improperly assessed	\$ 1,030.81
Category B -	Accounts assigned to the Collection Agency	186,090.70
Category C -	Advised by Trustee Bankruptcy/Receivership	<u>20,875.17</u>
	TOTAL	<u>207,996.68</u>

CITY OF HAMILTON
TREASURYCATEGORY "A" - ACCOUNTS IMPROPERLY ASSESSED OR
OUT OF BUSINESS WHERE DEADLINE FOR APPEAL HAS EXPIRED

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
04 02860 1500 0060 921 1 01	I G TAX SERVICE INC 1083 Barton St. E.	30.03	218.06			248.09	Double billed
01 00210 2340 0010 901 3 17	VARADI, STEVEN AERO DENTAL CERAMICS 58 Ewen Rd.	162.75	619.97	0.00	0.00	782.72	Double billed
TOTAL CATEGORY "A"		<u>192.78</u>	<u>838.03</u>			<u>1,030.81</u>	

CITY OF HAMILTON
TREASURY

CATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
01 00110 7060 0040 911 1 17	FAZEKAS, DARREN Pizza Express 413 Whitney Ave.	17.44	174.50	0.00	0.00	191.94	Out of Business Unable to locate owner
01 00110 7060 0040 911 2	FAZEKAS, DARREN Pizza Express 413 Whitney Ave.	107.61	506.46			614.07	Out of Business Unable to locate owner
01 00420 8540 0020 921 1	660451 ONTARIO INC. Tire Village and Service Centre 1487 Main St. W.	641.88	4,279.07			4,920.95	Corporation out of business no assets
01 00420 8960 0081 921 1 17	TROPICAL GROVE RESTAURANT LTD. 1335 Main St. W.	24.56	245.56			270.12	Corporation out of business no assets
01 00420 8960 0081 921 2 01	TROPICAL GROVE RESTAURANT LTD. 1335 Main St. W.	68.54	238.21			306.75	Corporation out of business no assets
01 00550 1690 0030 911 1 01	PORTS ADULT DAY PROGRAM 1065 King St. W.	123.00	1,151.37			1,274.37	Corporation out of business no assets
01 00550 1690 0030 921 1 11	PORTS ADULT DAY PROGRAM 1065 King St. W.	10.57	120.95			131.52	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" -- ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" -- OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
01 00550 2200 0040 901 2 17	703265 ONTARIO INC. T/A CLASSIC CARPETS 991 King St. E.	139.84	589.15			728.99	Corporation out of business no assets
01 00550 2200 0041 901 2 17	703265 ONTARIO INC. T/A CLASSIC CARPETS 991 King St. E.	15.77	66.15			81.92	Corporation out of business no assets
01 00550 3920 0020 911 1	832165 ONTARIO LTD. T/A GIBBONS FOOD MARKET 1012 King St. W.	272.55	1,411.42			1,683.97	Corporation out of business no assets
01 00560 0280 0320 921 1	718758 ONTARIO INC. MAINWOOD VIDEO 875 Main St. W.	258.04	1,336.21			1,594.25	Corporation out of business no assets
01 00560 0280 0320 921 2	718758 ONTARIO INC. MAINWOOD VIDEO 875 Main St. W.	442.71	1,296.22			1,738.93	Corporation out of business no assets
01 00560 0280 0321 921 1	718758 ONTARIO INC. MAINWOOD VIDEO 875 Main St. W.	40.63	210.16			250.79	Corporation out of business no assets
01 00560 0280 0321 921 2	718758 ONTARIO INC. MAINWOOD VIDEO 875 Main St. W.	37.19	114.75			151.94	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
01 00560 0300 0020 921 1	NORFOLK INVESTMENTS LTD. T/A CAFE CRAVINGS 807 Main St. W.	273.03	1,413.64			1,686.67	Corporation out of business no assets
01 00560 0300 0020 921 2 05	NORFOLK INVESTMENTS LTD. T/A CAFE CRAVINGS 807 Main St. W.	298.74	830.31			1,069.05	Corporation out of business no assets
01 00560 0430 0448 921 1	INDCOMM SANITATION SUPPLIES LIMITED 709 Main St. W.	113.42	606.89			720.31	Corporation out of business no assets
01 00560 0430 0450 921 1	INDCOMM SANITATION SUPPLIES LIMITED 709 Main St. W.	1.26	16.53			17.79	Corporation out of business no assets
01 00915 1740 0020 911 1	WOODS, BARRY WESTEND COLLISION 182 Chatham St.	155.59	805.26			960.85	Corporation out of business no assets
01 00915 1740 0020 911 2 17	WOODS, BARRY WESTEND COLLISION 182 Chatham St.	195.20	781.17			976.37	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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01 00915 1740 0020 911 3 17	WOODS, BARRY WESTEND COLLISION 182 Chatham St.	190.74	693.90			884.64	Corporation out of business no assets
01 00915 1740 0020 911 4 17	WOODS, BARRY WESTEND COLLISION 182 Chatham St.	67.10	243.60			310.70	Corporation out of business no assets
02 01210 2550 0060 921 1	ROMOFF, MICHAEL 114 Hess St. S. 2nd.	53.00	274.32			327.32	Out of Business Unable to locate owner
02 01210 2550 0060 921 2 01	ROMOFF, MICHAEL 114 Hess St. S. 2nd.	0.84	3.33			4.17	Out of Business Unable to locate owner
02 01210 2670 0010 911 2 02	SZALOCZI, MIA GALLERY APHRODITE 30 Hess St. S. Rear	53.75	171.75			225.50	Out of Business Unable to locate owner
02 01210 2700 0060 911 2 17	HARRIS SPHERE CITI SCAPES 97 George St.	34.58	197.34			231.92	Out of Business Unable to locate owner
02 01220 0010 0150 901 2 17	709139 ONTARIO LTD. THE EDGE 2 King St. W.	96.40	385.96			482.36	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
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02 01220 0010 0920 901 2 17	PAMROSE CHILDREN ENT 584 Woodview Rd.	139.40	656.26			795.66	Corporation out of business no assets
02 01220 0050 0195 911 2 17	PMGB INVESTMENTS LTD PANDA 2 King St. W.	288.82	1,650.02			1,938.84	Corporation out of business no assets
02 01220 0050 0445 911 1	PANTREM CORP. 22 Buttermill Rd. Concord, Ont.	465.70	2,583.93			3,049.63	Corporation out of business no assets
02 01220 0050 0445 911 2 17	PANTREM CORP. 22 Buttermill Rd. Concord, Ont.	1,044.60	4,178.37			5,222.97	Corporation out of business no assets
02 01220 0050 0445 921 1 08	MILLARD, BRENT ANDERSON, LEONARD UNIVERSITY OF SWEATS 2, King St. W.	2.82	37.71			40.53	Too small to litigate
02 01220 0050 0524 911 1 17	BEAR WITH ME INC. 2208 Ireland Dr.	3.54	47.06			50.60	Corporation out of business no assets
02 01220 0050 0586 911 1 17	MCDONALDS DONUTS INC 2 King St. W.	53.52	713.33			766.85	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
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02 01220 0050 0586 911 2	MCDONALDS DONUTS INC 2 King St. W.	10.34	37.36			47.70	Corporation out of business no assets
02 01220 0050 0671 911 2 17	690794 ONTARIO LTD. FINE LINES 2 King St. W.	10.92	62.29			73.21	Corporation out of business no assets
02 01220 0050 0700 901 2 17	D P JACKSON SQUARE LTD. DEPAULA 2 King St. W.	222.60	890.69			1,113.29	Corporation out of business no assets
02 01220 0050 1003 921 1	STANDARD TRUST CO. 2 King St. W.	412.02	2,354.21			2,766.23	Corporation out of business no assets
02 01220 0050 1700 911 1	ATLANTIC VIDEO & SOUND LTD. 6245 Metropolitan Blvd. Montreal Que.	29.98	154.86			184.84	Corporation out of business no assets
07 06520 6010 2671 901 2 17	ATLANTIC VIDEO & SOUND LTD. 6245 Metropolitan Blvd. Montreal Que.	12.07	56.75			68.82	Corporation out of business no assets
02 01220 0050 3462 911 2 17	P J WRAIGHT INVESTIGATIONS LTD. 110 King St. W.	162.60	650.26			812.86	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
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02 01220 0050 3710 901 2 17	CANADIAN TRAVEL SCHOOL CORP. 110 King St. W.	590.33	2,485.31			3,075.64	Corporation out of business no assets
02 01220 0050 3710 909 2 17	CANADIAN TRAVEL SCHOOL CORP. 110 King St. W.	64.54	368.93			433.47	Corporation out of business no assets
02 01220 1000 0180 901 2 17	ROSENBERG, LAWRENCE 27 Shaftsbury Ave. Richmond Hill Ont.	156.00	624.18			780.18	Out of Business Unable to locate owner
02 01220 1000 0420 911 1 17	TED HENDRY GRP. INC. 120 King St. W. #1075	177.80	1,422.78			1,600.58	Out of Business Unable to locate owner
02 01220 0050 1060 911 2	PAR-RITE SERVICES GREAT CAN. SOUP CO. 2 King St. W.	6.29	29.44			35.73	Corporation out of business no assets
02 01220 1000 0435 921 1 07	SHEPPARD, ANNA RANI, MOTIA FABBI	108.08	1,235.27			1,343.35	Out of Business Unable to locate owner
02 01235 3780 0020 921 1	SUPERIOR PRINTING (HAMILTON LIMITED) 91/89 Vine St.	519.60	2,690.11			3,209.71	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
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02 01235 3780 0020 921 2	SUPERIOR PRINTING (HAMILTON LIMITED) 91/89 Vine St.	5.52	18.36			23.88	Corporation out of business no assets
02 01240 2480 1540 911 1	CAFE INTERNATIONAL WHITE LACE & ROSES 55 Industrial Pkwy. Aurora, Ont.	894.77	4,632.48			5,527.25	Corporation out of business no assets
02 01240 2480 1540 921 1 10	CAFE INTERNATIONAL WHITE LACE & ROSES 55 Industrial Pkwy. Aurora, Ont.	106.20	849.52			955.72	Corporation out of business no assets
02 01240 2810 0020 911 1 17	801823 ONTARIO LTD. BLUENOSE TAVERN 111/113 James St. N.	48.78	433.45			482.23	Corporation out of business no assets
02 01240 2810 0020 911 1 2	801823 ONTARIO LTD. BLUENOSE TAVERN 111/113 James St. N.	952.94	2,789.87			3,742.81	Corporation out of business no assets
02 01240 2810 0040 911 1 17	801823 ONTARIO LTD. BLUENOSE TAVERN 111/113 James St. N.	4.50	40.33			44.83	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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02 01240 2810 0020 911 1 17	801823 ONTARIO LTD. BLUENOSE TAVERN 111/113 James St. N.	25.70	75.11			100.81	Corporation out of business no assets
02 01240 2810 0020 911 1 17	801823 ONTARIO LTD. BLUENOSE TAVERN 111/113 James St. N.	0.64	1.44			2.08	Corporation out of business no assets
02 01250 3490 0020 921 1	IMTrex COMMOODITIES INC. 249 Hess St. N.	1,517.61	7,857.96			9,375.57	Corporation out of business no assets
02 01310 6750 0950 911 1 17	CORPORATE INVESTMENT BROKERS INC. 25 Main St. W.	124.64	1,246.52			1,371.16	Corporation out of business no assets
02 01325 1060 0530 921 1 01	SHELLY, AL & ASSOCIATES 1 Duke St. Rm.309	21.89	159.28			181.17	Out of Business Unable to locate owner
03 02115 0670 0020 912 1 06	DIGIANVITO, LINA 560 King St. E.	18.37	133.60			151.97	Out of Business Unable to locate owner
03 02120 1500 0020 921 1 06	ROBINSON, LUCY ANISHNAWNE RESTAURANT 431 King St. E.	34.65	251.63			286.28	Out of Business Unable to locate owner

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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03 02150 5690 0020 911 1	ARDELL, ALAN AL'S ONE STOP SANDWICH 381 Barton St. E.	33.70	174.77			208.47	Out of Business Unable to locate owner
03 02150 5690 0020 911 2 06	ARDELL, ALAN AL'S ONE STOP SANDWICH 381 Barton St. E.	24.78	94.29			119.07	Out of Business Unable to locate owner
03 02210 0430 0120 921 1	BASS, DAN DALESTONE DISTRIB. 401 Victoria Ave. N.	51.31	265.47			316.78	Out of Business Unable to locate owner
03 02210 0430 0120 921 2 01	BASS, DAN DALESTONE DISTRIB. 401 Victoria Ave. N.	0.76	3.22			3.98	Out of Business Unable to locate owner
03 02250 8640 0140 921 1 08	MARKS WELDING 1990 LIMITED 375 Burlington St.E.	162.60	1,300.80			1,463.40	Corporation out of business no assets
03 02635 0250 0020 921 1	RAZEK, RICHARD RAY'S AUTO SALES 954 King St. E.	16.26	650.34			666.60	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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03 02635 0700 0020 921 1 06	SARIS, PETER METRO SANDWICH 1000 King St. E.	30.14	219.20			249.34	Out of Business Unable to locate owner
03 02710 0870 0260 911 2	RASO, MICHAEL BELLAVIA, CHARLES CLASSIC MARBLE 23 John Martin Cres.	205.19	965.59			1,170.78	Out of Business Unable to locate owner
04 02810 0220 0040 921 1	BELLETTI, ALISON VISCOUNT ELECTRIC 1135 Main St. E.	187.12	968.97			1,156.09	Out of Business Unable to locate owner
04 02810 0220 0040 921 2 06	BELLETTI, ALISON VISCOUNT ELECTRIC 1135 Main St. E.	144.69	551.11			695.80	Out of Business Unable to locate owner
04 02850 0070 0020 921 1	ZARUBIAK, LYNNE DEBLYN'S HAIR DESIGN 187 Ottawa St. N.	74.78	387.15			461.93	Corporation out of business no assets
04 02850 0070 0020 921 2 04	ZARUBIAK, LYNNE DEBLYN'S HAIR DESIGN 187 Ottawa St. N.	70.80	282.96			353.76	Corporation out of business no assets
04 02860 0340 0020 911 1	A CAN CO LIMITED 940 Barton St. E.	48.21	249.99			298.20	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
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04 02860 1620 0060 921 1 01	CHOI CHONG HAK CHEONG JI HYUNG QUEENS BOWLING & BANQUET CENTRE 1069 Barton St. E.	789.36	4,857.69			5,647.05	Corporation out of business no assets
04 02860 1620 0120 921 1 01	CHOI CHONG HAK CHEONG JI HYUNG QUEENS BOWLING & BANQUET CENTRE 1069 Barton St. E.	740.48	4,557.10			5,297.58	Corporation out of business no assets
05 04220 9090 0050 911 2 17	NORRISH, OLIVER JOHN NORRISH, ERMA MAY LIFESTLYE 2000 318 Queenston Rd.	42.48	282.92			325.40	Out of Business Unable to locate owner
05 04220 9090 0050 911 3 06	NORRISH, OLIVER JOHN NORRISH, ERMA MAY LIFESTLYE 2000 318 Queenston Rd.	150.15	364.25			514.40	Out of Business Unable to locate owner
05 04220 9090 0051 911 2 17	NORRISH, OLIVER JOHN NORRISH, ERMA MAY LIFESTLYE 2000 318 Queenston Rd.	4.92	32.85			37.77	Out of Business Unable to locate owner

CITY OF HAMILTON
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05 04220 9090 0051 911 3 06	NORRISH, OLIVER JOHN NORRISH, ERMA MAY LIFESTLYE 2000 318 Queenston Rd.	10.56	25.66				Out of Business Unable to locate owner
05 04220 9090 0070 901 1 17	TOWNSEND MEDI CARE 318 Queenston Rd.	122.58	544.64			667.22	Corporation out of business no assets
05 04220 9090 0071 901 1 17	TOWNSEND MEDI CARE 318 Queenston Rd.	8.64	38.64			47.28	Corporation out of business no assets
05 04410 0280 0020 921 1	794907 ONTARIO LTD DONOVANS ROAD HOUSE 754 Queenston Rd.	1,307.92	6,771.74			8,079.66	Corporation out of business no assets
05 04410 0280 0020 921 2	794907 ONTARIO LTD DONOVANS ROAD HOUSE 754 Queenston Rd.	696.47	7,109.84			7,806.31	Corporation out of business no assets
05 04410 0280 0021 921 1	794907 ONTARIO LTD DONOVANS ROAD HOUSE 754 Queenston Rd.	502.02	2,599.41			3,101.43	Corporation out of business no assets
05 04410 0280 0021 921 2	794907 ONTARIO LTD DONOVANS ROAD HOUSE 754 Queenston Rd.	864.93	2,532.34			3,397.27	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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05 04410 0280 0021 921 3 01	794907 ONTARIO LTD DONOVANS ROAD HOUSE 754 Queenston Rd.	583.74	2,030.66			2,614.40	Corporation out of business no assets
05 04530 0010 1530 901 2 17	SMITH, PAUL MOVIOLA CAFE 75 Centennial Pk. N.	889.84	5,085.11			5,974.95	Out of Business Unable to locate owner
05 04530 0010 1535 901 2 17	SMITH, PAUL MOVIOLA CAFE 75 Centennial Pk. N.	235.90	1,348.02			1,583.92	Out of Business Unable to locate owner
05 04610 0040 0240 911 2 17	603219 ONTARIO LTD CLANSMAN ARMS RESTAURANT 160 Centennial Pk. N.	274.68	1,831.41			2,106.09	Corporation out of business no assets
05 04610 0040 0241 911 2 17	603219 ONTARIO LTD CLANSMAN ARMS RESTAURANT 160 Centennial Pk. N.	59.16	394.73			453.89	Corporation out of business no assets
05 04810 1590 0080 921 1	NU - ARCH BUILDING SYSTEMS 1089 North Service	291.62	1,666.56			1,958.18	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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06 07210 3920 0080 901 3 07	ATA MANAGEMENT INC 1515 Upper Ottawa	74.71	192.85			267.56	Corporation out of business no assets
06 07210 3920 0080 901 2	ATA MANAGEMENT INC 1515 Upper Ottawa	154.69	452.82			607.51	Corporation out of business no assets
06 07210 3920 0081 901 2	ATA MANAGEMENT INC 1515 Upper Ottawa	22.69	66.52			89.21	Corporation out of business no assets
06 07210 3920 0081 901 3 07	ATA MANAGEMENT INC 1515 Upper Ottawa	10.85	28.33			39.18	Corporation out of business no assets
06 07210 5220 0050 921 1 02	CHISTOPHER PIES INC. 225 Nebo Rd.	1,707.16	10,505.86			12,213.02	Corporation out of business no assets
06 07210 5340 0120 891 3 01	AYLMER CONTRACTING 200 Hempstead Dr. Unit 6	262.85	600.49			863.34	Corporation out of business no assets
06 07210 5750 0010 911 1	HAMILTON CLASSIC MARBLE 45 Hempstead Dr.	225.13	1,165.86			1,390.99	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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06 07210 5750 0010 921 1 10	HAMILTON CLASSIC MARBLE 45 Hempstead Dr.	30.20	241.69			271.89	Corporation out of business no assets
06 07210 5750 0020 911 1	HAMILTON CLASSIC MARBLE 45 Hempstead Dr.	1,007.56	5,216.52			6,224.08	Corporation out of business no assets
06 07210 5880 0020 921 1	BISIGNANI, FRANK FRANKS SCRAP METAL 85 Lancing Unit K	140.15	725.62			865.77	Out of Business Unable to locate owner
06 07210 5880 0020 921 2 08	BISIGNANI, FRANK FRANKS SCRAP METAL 85 Lancing Unit K	73.80	295.06			368.86	Out of Business Unable to locate owner
06 07610 0493 0020 911 1 17	BASIN STREET BATHROOMS & KITCHENS 1160 B Rymal Rd. E.	14.16	141.60			155.76	Corporation out of business no assets
06 07610 0493 0020 911 2 02	BASIN STREET BATHROOMS & KITCHENS 1160 B Rymal Rd. E.	240.00	959.88			1,199.88	Corporation out of business no assets
07 06520 6010 2300 901 2	INTERN'L CLOTHIERS PETROCELLE 111 Orfus Rd. Toronto Ont.	968.51	2,834.94			3,803.45	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

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07 06520 6010 2301 901 2	INTERN'L CLOTHIERS PETROCELLE 111 Orfus Rd. Toronto Ont.	334.24	978.61			1,312.85	Corporation out of business no assets
07 06720 0430 0040 901 2 17	TENZYTROFF, DOUGLAS DOUG TENZ AUTO 593 Concession St.	25.50	120.19			145.69	Corporation out of business no assets
07 06720 0430 0040 901 3 01	TENZYTROFF, DOUGLAS DOUG TENZ AUTO 593 Concession St.	5.28	12.92			18.20	Corporation out of business no assets
07 06720 2190 0020 909 2 17	HOLTHAM, SHARON DEBOER, MILDRED 374 Palling Ave.	12.24	57.93			70.17	Out of Business Unable to locate owner
07 08120 0610 0020 901 3 05	ALFREDO'S PIZZA PARLOUR 441 Fennell Ave. E.	83.65	191.31			274.96	Corporation out of business no assets
07 08120 0610 0020 911 1	FERGUSON, NORM PAPAS ROADHOUSE 441 Fennell Ave. E.	250.77	1,298.60			1,549.37	Corporation out of business no assets
07 08240 8340 0100 911 1	HILLCREST CATERERS INC. 548 Old Dundas Rd.	726.24	7,262.30			7,988.54	Corporation out of business no assets

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
07 08710 1940 0040 921 1 02	NOVA HOME MARKETING AMBER INN MOTEL 1187 Upper James	493.74	3,038.58			3,532.32	Corporation out of business no assets
07 08710 1940 0060 921 1 04	NOVA HOME MARKETING AMBER INN CAFE 1187 Upper James	136.24	838.17			974.41	Corporation out of business no assets
08 09120 1240 0040 921	582622 ONTARIO INC MOUNT HAMILTON BANQUET CENTRE 620 Upper James	481.59	2,493.22			2,974.81	Corporation out of business no assets
08 09120 1240 0100 921	582622 ONTARIO INC MOUNT HAMILTON BANQUET CENTRE 620 Upper James	428.62	2,218.90			2,647.52	Corporation out of business no assets
08 09120 1120 0080 911 2 02	KHAN, AKHTAR LUCCHI, ADOLPH KHAN & LUCCHI STUDIO 610 Upper James	75.92	304.39			380.31	Out of Business Unable to locate owner
08 09120 1120 0085 901 2	KHAN, AKHTAR LUCCHI, ADOLPH KHAN & LUCCHI STUDIO 610 Upper James	68.04	199.58			267.62	Out of Business Unable to locate owner

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
08 09310 9380 0380 911 1	KOHO CONSTRUCTION & CONSULTANTS INC 1030 Upper James	250.77	1,298.60			1,549.37	Corporation out of business no assets
08 10130 0010 0260 901 2 17	LALLOTIS, JIM CDN STLYE RESTAURANT 626 Mohawk Rd. W.	172.48	985.94			1,158.42	Corporation out of business no assets
08 10130 0010 0265 901 2 17	LALLOTIS, JIM CDN STLYE RESTAURANT 626 Mohawk Rd. W.	59.50	339.93			399.43	Corporation out of business no assets
08 10410 2130 0300 919 1 10	COSTA, DOMENICO CALABRIA SUPERMARKET 930 Upper Paradise	249.90	1,999.25			2,249.15	Corporation out of business no assets
08 10410 2130 0301 919 1 10	COSTA, DOMENICO CALABRIA SUPERMARKET 930 Upper Paradise	89.20	713.84			803.04	Corporation out of business no assets
06 07210 5830 0010 921 2 05	SATELLITE FRUIT & GARDEN CENTRE LTD. 707 Barton St. E.	46.00	160.27			206.27	Corporation out of business no assets
07 06610 8720 0480 871 5 17	TANGLAO, ROLANDO C TANGLAO, ELENA BESTWAY CLEANERS	16.12	25.12			41.24	Out of Business Unable to locate owner

CITY OF HAMILTON
TREASURYCATEGORY "B" - ACCOUNTS ASSIGNED TO
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
07 06610 8720 0480 901 2 17	TANGLAO, ROLANDO C TANGLAO, ELENA BESTWAY CLEANERS	24.24	161.95			186.19	Out of Business Unable to locate owner
02 01220 1000 0435 891 4 17	132394 CANADA INC FABBI 2 King St. W.	179.48	513.01			692.49	Corporation out of business no assets
TOTAL CATEGORY "B"		<u>29,679.77</u>	<u>156,410.93</u>			<u>186,090.70</u>	

CITY OF HAMILTON
TREASURY

CATEGORY "C" - ADVISED BY TRUSTEE BANKRUPTCY/RECEIVERSHIP
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
02 01310 6270 0085 871 5	GAPIC, MLADAN HAIR TREND UNISEX 215 Main St. W.	108.07	138.57	0.00	0.00	246.64	DELOITTE & TOUCHE INC TRUSTEE
03 02120 5850 0020 851 8 17	MCA AUTO BODY LTD 109 Ashley	1,041.25	980.31			2,021.56	FOX & PARTNERS TRUSTEE
03 02720 0340 0040 911 1	740991 ONTARIO LTD CROSSTOWN MOBILE WASH 786 Burlington E.	783.98	4,059.50			4,843.48	HENRY VINE C.A. TRUSTEE
05 04530 0010 0320 911 1	ELK'S INC C/O GRAFTON-FRASER INC 75 Centennial Pk. N	1,527.02	7,906.63			9,433.65	ZITTRER, SIBLIN & ASS. TRUSTEE
05 04530 0010 0325 911 1	ELK'S INC C/O GRAFTON-FRASER INC 75 Centennial Pk. N	242.74	1,256.57			1,499.31	ZITTRER, SIBLIN & ASS. TRUSTEE

CITY OF HAMILTON
TREASURY

CATEGORY "C" - ADVISED BY TRUSTEE BANKRUPTCY/RECEIVERSHIP
THE COLLECTION AGENCY

SCHEDULE "B" - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1992

Business Serial No. (1)	Name and Business Address (2)	Prior Years Penalty & Interest (3)	Prior Years Arrears (4)	Current Years Penalty & Interest (5)	Current Years Arrears (6)	Taxes Outstanding (7)	Remarks (8)
07 06610 8720 0160 831 9	WINDERBLOOR INV. PROFESSIONAL WEIGHT CLINIC 2150 Bloor St. W. Toronto	247.20	192.09			439.29	KLYMAS, PLASKETT & ASS. TRUSTEE
08 09310 8540 0020 841 8 17	BOUNTROGIANNE'S JOHN CHRISTOPHER'S FAST FOOD 870 Upper James	1,062.20	904.38			1,966.58	FOX & PARTNERS TRUSTEE
08 09310 8540 0020 841 8 17	BOUNTROGIANNE'S JOHN CHRISTOPHER'S FAST FOOD 870 Upper James	229.36	195.30			424.66	FOX & PARTNERS TRUSTEE
TOTAL CATEGORY "C"		<u>5,241.82</u>	<u>15,633.35</u>			<u>20,875.17</u>	

CITY OF HAMILTON

- INFORMATION -

9c

DATE: 1992 August 10

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

AUG 13 1992

FROM: Allan C. Ross
Treasurer

**SUBJECT: SUMMARY OF REVENUES AND EXPENDITURES
FOR THE SIX MONTHS ENDED JUNE 30, 1992
COMPARED WITH BUDGET**

BACKGROUND:

Attached is a Summary of Revenues, (Pages 1 and 2) and a Summary of Expenditures by Standing Committee (Page 3) for the period ended June 30, 1992, comparing budget actual for 1992 and also comparing the current percentage of actual to budget with the previous year's percentage.


I am sending a copy of this report along with the appropriate financial information to the respective secretaries of the other three standing committees, and other committees, for their review. Each committee report contains Treasury comments.

REVENUES

Pages 1 and 2 - Page 2, Revenues in total for 1992 are slightly lower than 1991, 94.6% vs. 94.9%, however, the position through to year end appears to be stable. However, due to the recession and economic downturn coupled with high unemployment, there is a financial impact on short term investments. I anticipate a deficit in short term investment revenue. Any short fall in short term investment revenue will be offset by interest and penalties revenue from over due taxes.

EXPENDITURES

Page 3, Total City Expenditures for 1992 expressed as a percentage of the total approved budget are slightly lower than 1991, 53.0% vs. 54.2%, however, the position through to year end appears to be stable.


Allan C. Ross, Treasurer

Attachments

- c.c. T. Agnello, Secretary, Planning and Development Committee
K. Christenson, Secretary, Parks and Recreation Committee
K. Christenson, Secretary, Transport and Environment Committee
S. Dembe, Secretary, Hamilton-Scourge Committee
D. Carson, Executive Assistant to Mayor

CITY OF HAMILTON
TREASURY

SUMMARY OF CITY REVENUES FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO DATE (3)	PERCENT REVENUE TO DATE CURR YR (4)	PERCENT REVENUE TO DATE PREV YR (5)	BALANCE (6)
PREVIOUS YEAR SURPLUS	500,000	500,000	100.0	100.0	0
TAXATION					
1992 LEVY	423,223,230	423,223,214	100.0	100.0	16
SUPPLEMENTARY	4,793,800	1,629,664	34.0	47.0	3,164,136
SPECIAL ASSESSMENTS	8,085,920	6,409,713	79.3	76.1	1,676,207
TOTAL TAXATION	436,102,950	431,262,591	98.9	98.6	4,840,359
OTHER REVENUES					
GRANTS, SUBSIDIES	35,307,550	25,420,246	72.0	74.6	9,887,304
TRANSFERS FROM RESERVES	568,240	568,240	100.0	100.0	0
FINANCIAL	509,130	368,642	72.4	78.6	140,488
TOTAL OTHER REVENUES	36,384,920	26,357,128	72.4	79.2	10,027,792

CITY OF HAMILTON
TREASURY

SUMMARY OF CITY REVENUES FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO DATE (3)	PERCENT REVENUE TO DATE CURR YR (4)	PERCENT REVENUE TO DATE PREV YR (5)	BALANCE (6)
USER FEES					
CITY CLERK					
TREASURY-Interest,Tax Penalty	1,413,520	1,035,322	73.2	61.7	378,198
PLANNING	9,187,110	4,520,012	49.2	53.1	4,667,098
REAL ESTATE AND PROPERTY AND MAINTENANCE	111,600	38,155	34.2	49.7	73,445
FIRE	868,340	435,243	50.1	54.9	433,097
BUILDING	94,700	33,030	34.9	56.0	61,670
LOCAL ROADS - REGION	2,405,100	1,203,815	50.1	33.7	1,201,285
STREETS AND SANITATION	46,670	19,562	41.9	35.7	27,108
CEMETERIES	584,820	342,403	58.5	62.6	242,417
FLEET SERVICES	1,223,690	416,005	34.0	38.2	807,685
RECREATION & COMMUNITY SERVICES	34,810	30,920	88.8	0.0	3,890
CULTURE	4,206,170	2,175,178	51.7	58.0	2,030,992
TRAFFIC	273,300	105,412	38.6	37.3	167,888
	3,310,700	1,342,930	40.6	58.7	1,967,770
TOTAL USER FEES	23,760,530	11,697,987	49.2	52.6	12,062,543
REPORT TOTAL	496,748,400	469,817,706	94.6	94.9	26,930,694

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT CURR YR (6)	PERCENT PREV YR (7)	BALANCE (8)
FINANCE AND ADMINISTRATION COMMITTEE	104,729,870	1,672,302	57,310,534	58,982,836	56.3	57.4	45,747,034
PARKS AND RECREATION	25,821,130	293,331	11,255,921	11,549,252	44.7	42.5	14,271,878
PLANNING AND DEVELOPMENT	6,357,090	3,463	3,048,899	3,052,362	48.0	47.6	3,304,728
TRANSPORT AND ENVIRONMENT	27,017,320	180,656	13,214,928	13,395,584	49.6	51.3	13,621,736
TOTAL STANDING COMMITTEES	163,925,410	2,149,752	84,830,282	86,980,034	53.1	52.6	76,945,376
OTHER SPECIAL COMMITTEES							
HAMILTON SCOURGE PROJECT	128,420	12,604	39,564	52,168	40.6	28.4	76,252
MAYOR'S RACE RELATIONS COMMITTEE	12,880	0	(9,061)	(9,061)	0.0	20.0	21,941
TOTAL SPECIAL COMMITTEES	141,300	12,604	30,503	43,107	30.5	23.2	98,193
TOTAL CITY EXPENDITURES	164,066,710	2,162,356	84,860,785	87,023,141	53.0	54.2	77,043,569
REGIONAL COUNCIL AND EDUCATIONAL BOARDS							
REGION	122,824,580	61,412,290	61,412,290	122,824,580	100.0	100.0	0
BOARD OF EDUCATION	167,339,010	83,669,505	83,669,505	167,339,010	100.0	100.0	0
SEPARATE SCHOOL BOARD	42,518,100	21,259,050	21,259,050	42,518,100	100.0	100.0	0
TOTAL REGIONAL COUNCIL AND EDUCATIONAL BOARDS	332,681,690	166,340,845	166,340,845	332,681,690	100.0	100.0	0
	496,748,400	168,503,201	251,201,630	419,704,831	84.5	83.7	77,043,569

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PREV YR (7)	BALANCE (8)
LEGISLATIVE	1,463,920	12,233	711,182	723,415	49.4	52.0	740,505
CLERK	2,947,760	9,683	1,315,266	1,324,949	44.9	47.2	1,622,811
CHIEF ADMINISTRATIVE OFFICE	198,750	0	91,808	91,808	46.2	48.7	106,942
FIRE	33,329,700	22,667	14,118,161	14,140,828	42.4	44.0	19,188,872
HUMAN RESOURCES	2,167,100		1,056,513	1,056,513	48.8	48.7	1,110,587
PROPERTY - REAL ESTATE	782,350	5,401	357,263	362,664	46.4	45.1	419,686
- ARCHITECTS	490,740	683	219,335	220,018			270,722
- PROPERTY	6,726,390	272,938	2,840,106	3,113,044	46.3	45.3	3,613,346
- CENTRAL UTILITIES PLANT	2,592,070	158,820	1,216,944	1,375,764	53.1	54.0	1,216,306
LAW DEPARTMENT	1,659,140	8,392	715,749	724,141	43.6	40.8	934,999
INFORMATION SYSTEMS	3,984,810	23,455	1,426,639	1,450,094	36.4	39.4	2,534,716
TREASURY - FINANCE	3,151,860	16,372	1,459,086	1,475,458	46.8	47.5	1,676,402
- PURCHASING	399,400	2,981	146,421	149,402	37.4	39.3	249,998
- CITY GARAGE	0	43,175	(51,054)	(7,879)	0.0	0.0	7,879
TOTAL DEPARTMENTS	59,403,250	576,117	25,404,084	25,980,201	43.7	45.2	33,423,049
LOCAL BOARDS							
LIBRARY	14,336,540		7,222,038	7,222,038	50.4	50.2	7,114,502
PARKING	721,940		302,190	302,190			419,750
H.E.C.F.I.	2,702,370		803,969	803,969	29.8	31.3	1,898,401
TOTAL LOCAL BOARDS	17,038,910		8,026,007	8,026,007	47.1	46.9	9,012,903

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT CURR YR (6)	PERCENT PREV YR (7)	BALANCE (8)
OTHER BUDGETS							
H.S.P.C.A.							
MUNDIALIZATION COMMITTEE	830,890		416,972	416,972	50.2	48.8	413,918
STATUS OF WOMEN COMMITTEE	8,030		320	320	4.0	5.8	7,710
PUBLIC RELATIONS	11,280		6,501	6,501	57.6	33.0	4,779
RECEPTIONS AND PUBLIC EVENTS	31,000		2,154	2,154	6.9	28.8	28,846
GRANTS	80,000	800	17,562	18,362	23.0	49.1	61,638
	448,290		352,635	352,635	78.7	62.7	95,655
TOTAL OTHER BUDGETS	1,409,490	800	796,144	796,944	56.5	51.8	612,546
SUBTOTAL	77,851,650	576,917	34,226,235	34,803,152	44.7	45.8	43,048,498
FINANCIALS							
DEBT CHARGES - LOCAL IMPROVEMENTS	328,080		328,080	328,080	100.0	100.0	0
CAPITAL LEVY	3,817,650		3,817,650	3,817,650	100.0	100.0	0
PROVISION FOR DEBT RESERVE	15,395,000		15,395,000	15,395,000	100.0	100.0	0
PROVISION FOR OTHER RESERVES	2,442,000	1,088,923	1,353,077	2,442,000	100.0	100.0	0
FINANCIAL - VARIOUS	4,322,840	4,162	1,953,782	1,957,944	45.3	55.0	2,364,896
MISCELLANEOUS	572,650	2,300	236,710	239,010	41.7	38.7	333,640
TOTAL FINANCIALS	26,878,220	1,095,385	23,084,299	24,179,684	90.0	83.7	2,698,536

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
TOTAL FINANCE & ADMINISTRATION COMMITTEE	104,729,870	1,672,302	57,310,534	58,982,836	56.3	57.4	45,747,034
	=====	=====	=====	=====	=====	=====	=====

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments, local boards and other accounts on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

PARKS AND RECREATION COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PARKS AND RECREATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
CEMETERIES	2,800,970	12,443	1,213,548	1,225,991	43.8	42.2	1,574,979
PARKS	9,737,870	130,355	4,401,241	4,531,596	46.5	45.6	5,206,274
RECREATION	11,296,410	110,064	4,736,435	4,846,499	42.9	40.3	6,449,911
CULTURE	1,969,620	40,469	901,001	941,470	47.8	46.8	1,028,150
HAMILTON VETERANS COMMITTEE	16,260	0	3,696	3,696	22.7	36.7	12,564
	25,821,130	293,331	11,255,921	11,549,252	44.7	42.5	14,271,878

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PLANNING AND DEVELOPMENT COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
BUILDING	4,335,490	3,463	2,045,099	2,048,562	47.3	47.3	2,286,928
PLANNING BY REGION	2,007,610		1,003,800	1,003,800	50.0	54.0	1,003,810
COMMITTEE OF ADJUSTMENT	11,000						11,000
HAM. HOUSING DEFICIT	2,990						2,990
	6,357,090	3,463	3,048,899	3,052,362	48.0	47.6	3,304,728

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

TRANSPORT AND ENVIRONMENT COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE TRANSPORT AND ENVIRONMENT COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT CURR YR (6)	EXPENDED PREV YR (7)	BALANCE (8)
TRAFFIC							
PUBLIC WORKS	5,483,990	44,540	2,710,253	2,754,793	50.2	51.3	2,729,197
FLEET SERVICES	20,678,030	92,206	10,185,910	10,278,116	49.7	52.4	10,399,914
SERVICES PURCHASED FROM THE		43,910	178,123	222,033			(222,033)
REGION - LOCAL ROADS	855,300		140,642	140,642	16.4	18.2	714,658
	27,017,320	180,656	13,214,928	13,395,584	49.6	51.3	13,621,736

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

HAMILTON SCOURGE PROJECT

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PREV YR (7)	BALANCE (8)
HAMILTON SCOURGE PROJECT	128,420	12,604	39,564	52,168	40.6	28.4	76,252
	128,420	12,604	39,564	52,168	40.6	28.4	76,252

TREASURY COMMENTS: The percentage comparisons reflect changes in the budgeted amounts from year to year
(1991 - \$156,030; 1992 - \$128,420).

CITY OF HAMILTON
TREASURY

MAYOR'S RACE RELATIONS COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED JUNE 30, 1992

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT CURR YR (6)	EXPENDED PREV YR (7)	BALANCE (8)
MAYOR'S RACE RELATIONS COMMITTEE	12,880		(9,061)	(9,061)	0.0	20.0	21,941
	12,880		(9,061)	(9,061)	0.0	20.0	21,941

TREASURY COMMENTS: The amounts above include a \$9,300 Anti-Racism Strategy Grant. In addition, the expenditure amounts for 1992 reflect a decrease in the number of events held in comparison to the same period last year. The Committee is expecting to spend approximately \$7,500 in September for one of their major events.

9d

**CITY OF HAMILTON
- RECOMMENDATION -**

DATE: 1992 August 13


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: CITY OF HAMILTON - BANKING ARRANGEMENTS

RECOMMENDATION:

- 1) That the City Treasurer be authorized to extend the City of Hamilton's current banking arrangements with the Canadian Imperial Bank of Commerce for a further seven month period from the current expiry date of November 30, 1992 to a new expiry date of June 30, 1993.
- 2) That the City Treasurer be authorized and directed to prepare the necessary specifications and a "Proposal Call for Banking Services" for the City of Hamilton for a five year period (with an option for the City to renegotiate after three years) commencing July 1, 1993.
- 3) That following the receipt and evaluation of the proposals, the Treasurer submit a recommendation for banking services to the Finance and Administration Committee for approval.



Allan C. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

No change in current monthly costs of approximately \$4,200 due to continuation of present banking terms and conditions.

BACKGROUND:

Banking services for the City of Hamilton have been provided by the Canadian Imperial Bank of Commerce for many years. Under existing procedures, the Treasurer and bank officials annually review the service requirements and proposed fees and an agreement is negotiated to confirm these arrangements. The current banking arrangements with the C.I.B.C. were for a one year period and the expiry date is November 30, 1992.

Treasury Department staff have been well satisfied with the services that have been provided by our present bankers. Nevertheless, as with other purchased services, it is beneficial to request and review proposals from other banks in order to compare the services, products and fee structures available and ensure that the City is obtaining optimal services and prices. We have contacted other municipalities regarding their experience in this area and it would appear that it takes approximately nine months to complete the entire process.

The following is a tentative schedule of the steps we are planning to follow:

- 1) October - December 1992 - Analyse the statistics and prepare the documentation for the request for proposals for banking services.
- 2) January 1993 - Forward the requests for proposals for banking services to the various Banks for their review, answer any questions on the documentation, and provide any additional information required by the Banks for their analysis.
- 3) February - April, 1993 - Allow Banks sufficient time to analyse the data and prepare their proposals for submission to the City.
- 4) April - May , 1993 - Evaluate the proposals submitted and make a recommendation for banking services to the Finance and Administration Committee for approval.
- 5) July 1, 1993 - Commence new term of banking arrangements.

In view of the amount of effort required to prepare and analyse the proposals, implement the changes if another bank is successful, and also to protect the City's interest if there are significant differences in fees and/or products available from the Banks, I am recommending that we consider a five year term for the agreement with an option for the City to renegotiate after a three year period.

Susan K. Reeder, Secretary
Finance and Administration Committee
August 13, 1992 - Page 3

BACKGROUND: - Continued

As you are aware, the monthly automatic payment plan for residential taxpayers will be implemented on January 2, 1993. We have been in contact with officials from the C.I.B.C. and they are prepared to extend our current banking arrangements for a further seven months from the current expiry date of November 30, 1992 which will give us an opportunity to provide for a smooth transition into this plan with our existing bank and also allow us the necessary time to complete the evaluation of the proposals for banking services.

c.c. Mr. T. Bradley, Manager of Purchasing
Mrs. P. Noé Johnson, City Solicitor
Mr. G. Macaluso, Chief Executive Officer, H.E.C.F.I.
Attention: Mr. John Leuser



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